



Ryde Town Council's Bench Plaque Policy

Adopted: 15/09/2025

Review Date: 15/09/2026

1. Purpose

This policy outlines the conditions and procedures for the installation of commemorative plaques on benches in public spaces managed by Ryde Town Council or with the express permission of the Isle of Wight Council. The purpose is to ensure consistency, respect, and fairness in how memorial and commemorative plaques are placed and maintained in public areas.

2. Scope

This policy applies to all requests for commemorative plaques on existing or new benches in parks, walkways, and other public areas managed by the Ryde Town Council.

3. Eligibility and Intent

Plaques may commemorate individuals, groups, or events that have a positive and respectful association with the community. They may include:

Memorials to deceased individuals.

Recognition of community contributions.

Commemoration of significant events or milestones.

4. Application Process

An application must be submitted using the official Bench Plaque Request Form available from the Ryde Town Council offices or website. Applications will be reviewed and accessed by the Development Strategy Sub Committee. Their recommendation will then be submitted to the Community Planning Committee for ratification.

5. Approval Criteria:

The subject of the plaque must be appropriate and in keeping with the values of the community.

Available space must be confirmed.

The proposed wording must be respectful and non-commercial.

5. Plaque Specifications

Bench Type: The council will determine the style and location of the bench to maintain uniformity.

Plaque Size and Material: Maximum plaque size to be 150mm x 50mm in either brass, bronze, stainless steel.

Text Content: Wording is subject to Ryde Town Council approval and must be concise, respectful, and free of offensive or political content.

6. Costs

All costs associated with the purchase, installation, and maintenance of a new bench and plaque are to be borne by the applicant.

Should the applicant wish to place a plaque on an existing bench there will be a charge of £50.00 +vat, plus the cost of the plaque.

The current cost schedule is available on request and subject to change.

Plaques are considered a donation; no ownership rights are conferred.

7. Maintenance and Duration

Ryde Town Council will maintain the bench and plaque for a guaranteed period of 5 years.

After the initial 5 year period, Ryde Town Council may contact the original applicant to discuss renewal or removal.

The council reserves the right to relocate or remove benches or plaques due to maintenance needs, damage, or redevelopment.

8. Limitations

The number of plaques per area may be limited to preserve the character of the space.

Applications may be declined if they conflict with policy or if suitable space is unavailable.

9. Review and Amendments

This policy will be reviewed every 3 years or as required. Amendments must be approved by the Community Planning Committee.

10. Contact Information

For inquiries or to submit an application, contact: Chris Turvey (Planning Officer)

Email: chris.turvey@rydetowncouncil.gov.uk

Tel: 01983 811105

Address: 10 Lind Street, Ryde, Isle of Wight, PO33 2NQ