



TODMORDEN TOWN COUNCIL

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## Report To Full Council

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<b>Date</b>	<b>11<sup>th</sup> May 2022</b>
<b>Subject</b>	<b>Bench Update, Policy and Memorial Policy</b>

### PURPOSE OF REPORT

1. To inform Members that the Resources Committee gave consideration to the impact of the Welcome Back Fund on the Council's Bench Assets.
2. To inform Members that the Resources Committee gave consideration to the advantages / limitations of the different types of benches available- see Appendix 1.
3. To inform Members that the Resources Committee gave consideration to the type of bench the Council will use and recommend that Full Council approve the proposed Bench Replacement and Memorial Bench Policy. See Appendix 2
4. To ultimately assist the Council to facilitate the standardisation of the benches that it owns and maintains.
5. To inform Members that the Resources Committee gave consideration and recommend that Full Council commit to a programme of refurbishment of 20 benches per year over the next five years with an estimated revenue cost of £9k per annum.
6. To confirm the Councils wish for the Town Clerk to contact/negotiate with Tod Makery the refurbishment of the Council's Benches as mentioned on the 13<sup>th</sup> April 2022, minute number 2021(TC)167.

### BACKGROUND

7. Todmorden Town Council currently owns and maintains circa 100 benches. A portfolio which includes several different types of bench, each with their own maintenance issues and requirements.

8. Todmorden Town Council received a grant from the Welcome Back Fund which facilitated the purchase of 32 new benches. 30 were used to replace some of the Council benches which were in poor condition, of which 7 benches were disposed of due to very poor condition. 25 Benches have arms and whilst 7 have not, this was a case of supply availability to meet Welcome Back Fund deadlines and retrofitting of arms on these will be explored.
9. To facilitate the delivery of benches, subsequent build (many in flat pack form) and storage, it was necessary to hire two containers. This has now been reduced to one container to store at present 2 new benches pending new locations in the town centre to be agreed upon, and 23 benches in differing states of repair, with a view to refurbishing these.
10. Refurbishment may require a combination of stripping down and repainting bench ends before introducing new replacement slats where existing ones are simply not in good enough state to be saved.
11. It is now a British standard for benches to have arms on to support those less able or mobile and any proposed refurbishment will seek to retrofit arms.
12. Costs incurred in taking delivery, construction, installing 30 benches and disposing of 6, total c4k – (£2k met from Welcome Back Funds and £2k from this years current budget).
13. Of the remaining £2k budget plus use of Earmarked Reserve of £10k, it is reasonable to project £1k in storage costs, £6k in restoration costs – stripping and repainting and depending upon recyclable slat costs, and £2k collection, delivery and installation costs. At an average say of £375 per bench refurbished, this compares well with c £400 new bench cost, plus then build cost and installation – circa £500 per bench minimum.
14. Todmorden Town Council does not currently have a process or policy for refurbishing or replacing its benches. This policy would set out the framework for managing these council assets.
15. Todmorden town council expressed an interest at the April Full Council to work with Todmorden Makery for the refurbishment of the benches that have been removed but have salvageable parts.
16. The Council have received enquiries with regards to memorial benches, and as this is a service recently considered by Todmorden Town Council, the types of benches being offered in such a service, should also fit within this consolidation process.

## **FINANCIAL**

17. Todmorden Town Council has a revenue budget of £4,000 and a £10,000 Earmarked reserve towards benches for 2022/23 .
18. This proposed policy to charge for Memorial Benches could generate extra revenue to help maintain the existing benches or fund replacement benches.
19. The report to Todmorden Resources Committee on the 4th of May 2022 recommended the transfer of the Earmarked Reserve of £10,000 into the revenue budget for use this financial year.

## **RECOMMENDATION**

20. That following the recommendation from the Resources Committee, Full Council note the change of assets reported to Full Council in April 2022 of new benches from the Welcome Back Fund.
21. That following the recommendation from the Resources Committee, Full Council as per the presented policy, adopt a delegated refurbishment procedure of 20 benches per annum to be managed by Officers.
22. That following the recommendation from the Resources Committee, Full Council reviews the information provided in the Appendices and confirms the type of bench as a Ilkley Sloper or to be recommended to Full Council, taking into consideration the costings in the Policy are based on recycled plastic Benches in line with the Councils stance on the Climate Emergency.
23. That following the recommendation from the Resources Committee, Full Council review the policy provided and adopt the Policy.
24. That following the recommendation from the Resources Committee, Full Council delegate authority to the Town Clerk to fulfil any applications for Memorial Benches or Plaques within the policy provided.

#### **REASONS FOR RECOMMENDATION**

25. To release the potential for future cost savings with regards to bench repair and maintenance.
26. To allow the contracts and application forms to be drafted for the Memorial Bench Policy.

#### **POLICY IMPLICATIONS:**

27. Implementation of a Bench Policy

#### **CLIMATE CHANGE:**

28. Using recycled plastic benches take less maintenance and are using recycled materials which supports the Councils stance on the Climate emergency.

#### **IMPACT EQUALITY ASSESSMENT**

29. Non- Applicable

#### **SUPPORTING PAPERS:**

Appendix 1 –Different Benches/ Materials

Appendix 2 – Draft Bench/Memorial Policy

Appendix 3 – Draft Memorial Application Form

**FURTHER INFORMATION, PLEASE CONTACT: Naomi Crewe**