

EDDC MEMORIAL TREE POLICY

1. INTRODUCTION

When people close to us pass away their friends and relatives will often want to commemorate them with a lasting memorial. We also accept applications for memorial trees that mark other special occasions. This may be in the form of a tree which not only honours their memory but provides a beautiful beneficial improvement to the local environment and a special way to remember.

East Devon District Council (hereafter EDDC) has several green spaces that have outstanding views and scenery that are also appropriate for memorials. These are mostly owned and managed by EDDC. This policy will set out how we approve memorial trees, who is responsible for their upkeep and what is expected from the donor and Council.

EDDC will always endeavour to be respectful, sympathetic and fair towards those wishing to plant a memorial tree. EDDC support the needs and principles of memorials in our green spaces alongside the needs of members of the public at large. EDDC will seek to ensure that the issue is managed and supported for the mutual benefit of all.

This policy will take effect from 20th of October 2020 and relates to all new applications accepted since that date.

2. OBJECTIVES AND SCOPE OF THE POLICY

This policy has been produced with the following guiding principles:

- To be respectful, sympathetic and easily understood
- To balance the contrasting needs of a variety of users
- To enhance and maintain the high-quality appearance of sites and not detract from their primary recreational purpose

- To clearly establish the responsibility for maintenance and replacement of memorials
- To achieve full cost recovery by EDDC for any materials and maintenance provided?

For the purposes of this policy, memorials are defined as:

- Memorial trees. EDDC has set out a separate policy for memorial benches which is available on our website or by request.

This policy covers any memorial trees on EDDC owned or managed property and is relevant to anyone who has commissioned or is thinking of commissioning a memorial tree.

3. SITES INCLUDED

Only sites owned or managed by EDDC will be subject to this policy. Recreational green spaces owned and/or managed by Town and Parish Councils will be subject to their own policies. Planting locations will need to be authorised by EDDC and will be at their discretion.

4. LEGAL FRAMEWORK

The planting of trees on land as a memorial is a private arrangement between the friends and relatives appointed person commissioning the memorial, and the landowner. As such, EDDC can only approve memorials on EDDC managed or owned land.

Generally speaking, the installation of trees for memorialising will not be subject to planning permission, restrictive covenants, or other restrictions. However consideration will be made to balance the requirements of the site, appearance and usage against the installation of memorials.

Under the Crime and Disorder Act 1998 EDDC must consider the effect of its decisions on crime and disorder. It may deem a location unsuitable if it may attract antisocial behaviour.

When EDDC agrees to plant a tree they are purchased by the next of kin, executor, or personal representative and donated to EDDC. The tree then becomes the property of EDDC and is bound by this policy.

5. DETERMINING REQUESTS

Enquiries for a memorial tree should be made using our online form. The requests will be determined by one of our Green Space Development Officers.

EDDC will endeavour to accommodate any reasonable requests for the planting of memorial trees on EDDC owned or managed property only. Requests may not be able to be fulfilled if the location is unsuitable due to the risk of vandalism, antisocial behaviour, over-population of trees, future greenspace planning, or any other material factors.

Only trees deemed suitable will be accepted. By suitable, it is meant that trees that will get their requisite requirements to grow successfully in a space. EDDC will advise on suitable options but will endeavour to meet any specific requirements.

EDDC does not accept plaques to be placed near trees.

The exact location of the tree will be agreed during a site visit by EDDC staff. This will most likely be the Green Space Development Officer who is handling the enquiry. It is the responsibility of the client to ensure that the positioning is well-communicated to EDDC.

Memorial trees will only be considered from people that can demonstrate a close tie with the person being commemorated. EDDC reserves the right to refuse a memorial

tree should it have any grounds to believe it would be contrary to the wishes of the commemorated person's next of kin.

6. COSTS

The cost of the tree will include delivery, planting, installation costs (e.g. stake, ties and tree guard and follow up maintenance for 6 calendar months from planting. All costs provided will be inclusive of VAT (as EDDC is unable to reclaim VAT on these donations). Any future tree works such as pruning will be carried out by EDDC.

7. INSTALLATION AND PLANTING

The arrangements for ordering and installing the tree will usually be made directly by EDDC, once a location and tree species has been agreed with the donor and once the purchase of the Memorial tree has been made.

Tree planting is only permitted between late autumn and early spring, in line with the tree planting season.

Trees will be planted by EDDC staff. Friends and relatives or whoever is appropriate are welcome to be present at the tree planting and can carry out a small ceremony if they choose to.

No placing of flowers or other objects at memorials will be permitted.

8. TREE AND PLANTING SPECIFICATION

EDDC will confirm the tree specification with the donor once the particular tree species has been chosen. Trees supplied will be container grown and shall be been grown in the container at least one full growing season prior to delivery and show substantial new root growth within the full volume of the container. They must show no signs of being pot-bound or waterlogged. Trees will be planted between October and March and only when the soil is friable. Tree planting compost will be free of peat and will be incorporated evenly into the backfill of the tree pits when planting. The

planting area must have all weed competition removed extending to the size of the planting pit and a 50mm layer of composted mulch laid over the bare soil. All stakes, trees and shrubs shall be maintained in firm positions within the ground and with all ties securely fixed and adjusted to allow for the increase in stem girth. Stakes and ties will be removed by EDDC when the tree is fully established and therefore no longer needed.

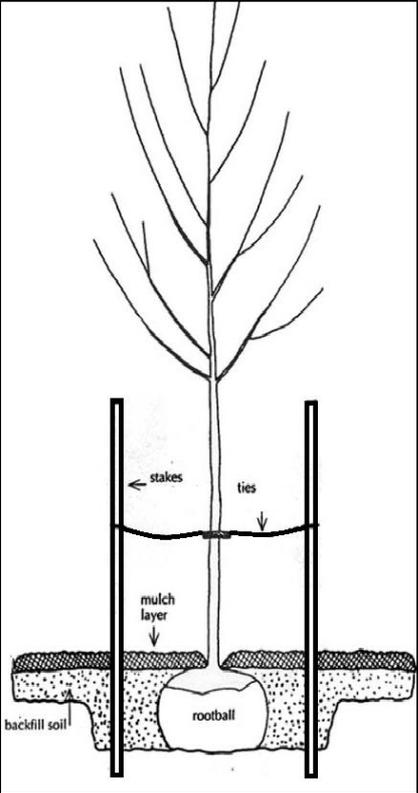


Fig 1: Tree planting specification

1. MAINTENANCE

Please be aware that trees are sometimes subject to vandalism and damage by individuals and inclement weather respectively. EDDC will not be held responsible for any costs to replace trees, after the first 6 calendar months.

EDDC shall maintain and care for any memorial tree within the first 6 months only. It reserves the right to re-site or remove any tree that it deems to be unsafe, unrepairable or for any other reason during the life span of the tree. Once the 6 month period has expired EDDC will carry out an inspection of the tree to ensure it is in good health, sign off and inform the contact person for the tree.