



## **BENCH SPONSORSHIP POLICY**

The Council regularly receives enquiries about sponsoring seats in the public realm, often in memory of a relative or friend.

As seats need to be of a very robust construction so as to be as vandal proof and maintenance free as possible, only designs approved by the Council will be considered.

These usually must be made of recycled plastic and designed for municipal-type locations. The cost is currently in the region of £1,000 plus installation depending on locations. See picture below for design and size preferred.

As the Council is VAT registered and there is VAT on sponsorship, the Council is obliged to charge the sponsor VAT. However, the Council's Internal Auditor has advised that VAT is only chargeable when the bench is sponsored e.g. *Sponsored by Acme Laundry Co.* If the donor is say donating a bench in memory of an individual, then that is considered a donation, not sponsorship, so no VAT is applicable in such instances.

It is considered that there are currently sufficient benches in Station Road Community Gardens so no additional seats at this site will be considered; replacement of existing wooden benches may be considered.

It is only in the Parish Council's gift to grant permission for seats on land under its control; it may also be able to place seats on highway land, subject to the permission of WSCC as highway authority, ditto land controlled by Horsham District Council.

If you wish to sponsor or donate a seat, please send a sketch map showing the preferred location to the Council who will be happy to assist with your enquiry.

