PORLOCK PARISH COUNCIL

REPORT – MEMORIAL TREE DEDICATION REQUEST

Date: 1 September 2026 **Author:** Clerk

Purpose of Report
To consider a request regarding the potential dedication of one of the newly planted trees at Porlock Village Hall in memory of her late parents, alongside a voluntary donation to the Parish Council.

Background
The Council has received request from a family who has had a long association with Porlock spanning approximately 60 years. In correspondence it was explained that the parents frequently visited the village, became involved in the local community, spent their honeymoon in Porlock, and continued to return regularly throughout their lives.

The family have expressed a desire to create a lasting memorial to their parents and has offered to donate and sponsor a tree or trees within the village. They stated that they believe their parents would have appreciated a living memorial that would contribute to the village for future generations.

The Parish Council does not currently operate a formal tree sponsorship or adoption scheme. However, it was noted that two new trees have recently been planted at Porlock Village Hall and that Council consideration could be sought regarding whether one of the trees might be dedicated in memory of their parents, subject to a suitable donation being agreed.

Considerations
The Council may wish to consider:

- Whether it supports the principle of dedicating one of the recently planted Village Hall trees as a memorial tree.
- Whether a donation should be accepted towards the costs of planting, establishment and maintenance.
- What form of dedication would be appropriate, for example a discreet memorial plaque.

Financial Implications
Should the Council agree to accept a donation, the funds would be received and accounted for in accordance with the Council's Financial Regulations. A minimum donation amount equivalent to the cost of and planting of one of the trees with funds being reallocated to EMR 329 Grounds Maintenance.

Legal and Governance Considerations
There is no statutory obligation for the Council to provide memorial trees or sponsorship opportunities.

Options Available to Council
Option 1
Approve the dedication of one of the newly planted trees at Porlock Village Hall in memory of the parents of Sarah Rhodes, subject to agreement of an appropriate donation and memorial format.

Option 2
Decline the request whilst thanking Sarah Rhodes for her kind offer and exploring alternative opportunities for commemorative donations.

Recommended Resolution.
Approving the dedication of one of the newly planted trees at Porlock Village Hall in memory of the families' parents, subject to agreement of an appropriate minimum voluntary donation and a suitable form of recognition, with delegated authority given to the Clerk to finalise the arrangements in consultation with the Chair of the Environment & Amenities committee.