



Wicksteed Charitable Trust Memorials

By making a donation to Wicksteed Park (the Park), you can commemorate someone special by having a short dedication recorded in the Reflections Register. Depending on the choice of donation, the Park will purchase one of the following memorials, which will be placed in a designated area of the Park.

LAKESIDE BENCH

Each bench is constructed from green oak (or sympathetic materials chosen by the Park) with the option of having the name of the dedication and date engraved onto a brass plaque which will be affixed to the bench.

The memorial bench will then be positioned around the lake within the Park for a period of up to 10 years.

MEMORIAL LEAF/PLAQUE

Each memorial leaf/plaque will have a small embossed plaque affixed containing a short inscription of the name of the dedication and date.

Each leaf/plaque will be secured to a structure, constructed in sympathetic materials chosen by the Park and located within the Park's Reflection Area, for a period of up to 3 years (which can be extended by making a small donation to the Park).

GENERAL

All dedications from the memorial Benches & leaf Plaques will also be recorded in the Park's Reflections Register and will form a key part of the Park's archive.

All Memorials are subject to the Policy rules set out in the attached Schedule.



SCHEDULE

Wicksteed Park memorial and dedications policy

Wicksteed Charitable Trust (the Trust) recognises and supports the needs and principles of allowing memorials and dedications in the Park, but is also mindful that the Park's grounds have many uses and are enjoyed by a wide range of people.

The Trust will therefore ensure that memorials are sympathetically managed and monitored.

This Policy has been produced with the following guiding principles:

- To be respectful, sympathetic and easily understood by our customers.
- To balance the needs of a variety of the Park's users.
- To maintain and enhance the high quality appearance of the sites and not detract from their prime recreational purpose.
- To clearly establish the ownership and responsibility for the maintenance, repair and/or replacement of all Memorials.

General

No flowers or similar memorials shall be permitted to mark the site at any time.

The Park does not allow the scattering of ashes.

All Memorials (existing and future) installed/planted in the Park shall remain the property of the Trust at all times.

Memorial Benches

To maintain consistency of appearance, quality and control over location, all benches will be ordered and installed by the Park.

Each donation for the installation of a memorial bench (including plaque) will cover the cost of materials, labour and ongoing maintenance for a period of up to ten years.

The plaque will be removed from the bench by Park staff at the end of the agreed period and relocated to the Park's Reflection Area.

The Park has a maximum number of memorial benches that can be accommodated and when this number has been reached an alternative may be available. Alternatively, an option to refurbish or replace an existing memorial bench with a new one may be offered, subject to the condition of the existing bench.

The Park will maintain the bench; however, no replacement liability will be accepted at the end of the useful life of the bench or if it is damaged through vandalism.

Memorial Leaf/Plaque

Each leaf/plaque will be retained/replaced by the Park in its original position for the agreed period.

How to donate

Online:

Download the donations form at www.wicksteedpark.org

Post:

Complete the donations form and return it to:
The Community and Heritage Manager
Wicksteed Park
Barton Road
Kettering
Northamptonshire
NN15 6NJ

Email:

Send a completed donations form to community@wicksteedpark.org

In person:

Visit our main reception and complete a donations form.



Wicksteed Park memorial donations form

☐ Lakeside Bench
£2,000 donation

☐ Leaf/Plaque
£200 Donation

Personalise a Memorial – to a maximum length of 30 letters or characters.
Please complete in block capitals.

Payer Details

Title _____ First Name _____ Surname _____

Address _____

Post Code _____

E-mail _____ Signature _____

A secure payment link will be provided to by email. Payment will be collected by Wicksteed Trading Limited, a wholly owned subsidiary of Wicksteed Charitable Trust, registered in England 12653391.

Gift Aid

In order to Gift Aid your donation you must tick the box below:

☐ I want to Gift Aid my donation of £_____ to:

Name of Charity _____

I am a UK taxpayer and understand that if I pay less Income Tax and/or Capital Gains Tax in the current tax year than the amount of Gift Aid claimed on all my donations it is my responsibility to pay any difference.

If you pay Income Tax at the higher or additional rate and want to receive the additional tax relief due to you, you must include all your Gift Aid donations on your Self-Assessment tax return or ask HM Revenue and Customs to adjust your tax code.

Boost your donation by 25p of Gift Aid for every £1 you donate
Gift Aid is reclaimed by the charity from the tax you pay for the current tax year.

Your address is needed to identify you as a current
UK taxpayer.

Please notify the charity if you:

- Want to cancel this declaration
- Change your name or home address
- No longer pay sufficient tax on your income and/or capital gain.

☐ We would love to keep you updated on how your help supports Wicksteed Park.
If you would prefer not to hear from us please tick the circle.

Wicksteed Park will use your personal details to communicate with you in the ways you have agreed to, as explained in our Privacy Policy. We may use the information you share with us and background information about you that we obtain from publicly available sources to carry out analysis (sometimes using suppliers) to tailor our communications to be more appropriate and relevant to your interests.

You can withdraw your consent at any time. To change your preferences, or request to stop receiving communications please contact us on 01536 512475 or hello@wicksteedpark.org. For full details, including information about your privacy rights, please see our Privacy Policy at <https://wicksteedpark.org/privacy-policy>.