

Policy on Commemorative Plaques for People and Sites of Historic Note

1. Purpose

This policy sets out the criteria, process, and responsibilities for the installation of commemorative plaques in Faversham. The aim is to celebrate and preserve the town's historic, cultural, and social heritage by recognising people, events, and sites of significant local or national importance.

2. Objectives

- To commemorate individuals who have made outstanding contributions to Faversham or achieved wider recognition.
- To highlight sites of historic interest, including buildings, events, or activities that shaped the town's identity.
- To provide residents and visitors with visible reminders of Faversham's history.
- To ensure plaques are placed respectfully, consistently, and in keeping with the town's character and conservation principles.

3. Eligibility Criteria

3.1 People

- Must have lived, worked, or had a significant connection with Faversham.
- Must have made a notable contribution in areas such as public service, arts, sciences, education, social reform, industry, or community life.
- Consideration may also be given to individuals with more recent achievements or connections where public recognition is appropriate.

3.2 Sites & Events

- Must be demonstrably significant to the history, culture, or heritage of Faversham.
- Buildings should normally be of historic interest and retain a degree of integrity to their original use.
- Events commemorated should normally be of recognised historic importance.

4. Application Process

- Applications may be made by local residents, community groups, heritage bodies, or councillors.
- Applications must include supporting evidence (biographical details, historical records, references, etc.).
- The **Heritage, Buildings & Creek Committee** will consider applications twice yearly.
- Decisions will be based on eligibility, historical accuracy, and community benefit.

5. Design & Installation

- Plaques will be of a consistent design (size, colour, and material) to maintain heritage coherence.
- Placement must respect listed building consent, planning regulations, and the wishes of current property owners.
- Costs of manufacture and installation will normally be met through sponsorship, fundraising, or external grants; the Council may contribute in exceptional cases.
- Each plaque must clearly state: the name of the person/site/event, dates where relevant, and a concise description of significance.

6. Maintenance & Review

- Responsibility for maintenance rests with the Council unless otherwise agreed.
- A register of all plaques will be kept and made publicly available.
- This policy will be reviewed every five years to ensure continued relevance.

7. Community Engagement

- Where possible, unveilings will be marked by a public event in partnership with local schools, historical societies, or cultural groups.

Digital resources (e.g., a map of plaques on the Council website) will be developed to encourage heritage tourism and community learning.