

## Amendments to Cemetery Fees & Charges

At its August meeting, the committee considered report **WPC.EC.20.08.09** and agreed

1. No further leasing of memorial seats/benches, trees or rose bushes within the cemetery.
2. The establishment of a memorial plaque wall should be investigated to set into the Chapel of Rest, for any metal memorial plaques removed from memorial where the consent has lapsed and not been renewed.
3. That the parish council accept gifts of memorial seats/benches on village greens/open spaces for which the parish is the registered title holder, provided that
  - a. The choice of benches be from a limited range of options identified by the parish; and
  - b. The donor be responsible for the cost of setting in the memorial furniture.

The meeting asked the clerk to incorporate the above points and investigate the costs of a metal plan of the cemetery

### **Memorial Seating on Parish Land**

The parish already has a number of benches sited within the cemetery with memorial plaques, and in 2019, a bench on Genesis Green with a memorial plaque was replaced. This spring a recently bereaved family has also requested permission to site a garden bench on a green in memory of their loved one.

The parish council has power under S.139 of the Local Government Act 1972 to accept, hold and administer

- (for the purposes of discharging any of their functions) gifts of property; or
- (for the benefit of the inhabitants of their area or some part of it) gifts made for that purpose

At its last meeting, the committee agreed that the parish council accept gifts of memorial seats/benches on village greens/open spaces for which the parish is the registered title holder, provided that

- c. The choice of benches be from a limited range of options identified by the parish; and
- d. The donor be responsible for the cost of setting in the memorial furniture.

Proposed guidelines for size and style of benches are set out in Appendix A.

### **Actions:**

**The committee is asked to consider and finalise**

- 1. the proposed specifications for memorial bench seating at Appendix A which could be accepted as a gift to the parish.**

## **WPC.20.11.05 Amendments to Cemetery Fees & Charges**

The Estates committee asked the clerk to investigate the installation of a plan of the cemetery, and this will be reported back to a future meeting. The burial authority has a duty to make plans of the cemetery available, and provision for the cost of this could be included in the budget for the next financial year. This timescale may also ensure that any increase in the size of the cemetery may be accounted for.

### **Cemetery Regulations**

Draft Cemetery regulations, which incorporate the parish council's existing regulations and further points identified from a review of other cemeteries are attached as Appendix B. One suggestion which has been incorporated into these is the marking of the memorials with the row and number of the grave space, for the ease of visitors to the cemetery.

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- a. The choice of benches be from a limited range of options identified by the parish; and
- b. The donor be responsible for the cost of setting in the memorial furniture.

Proposed guidelines for size and style of benches are set out in Appendix C.

### **Actions:**

**The parish council is asked to consider**

- 1. reducing the time period for any memorial consent and deciding upon a period of renewal**
- 2. whether to introduce a not for profit charge for levelling and turfing grave spaces**
- 3. whether to investigate the cost of contracting a grave digger for the cemetery, instead of allowing funeral directors to undertake this function**
- 4. the draft regulations at Appendix B as they have been referred to the parish council**
- 5. delegating a decision on proposed specifications for memorial bench seating at Appendix C which could be accepted as a gift to the parish to the Estates Committee.**

### **Recommendation:**

**Subject to the decision on a renewal period for Memorial permits, to adopt the draft regulations at Appendix B of this report, and delegate a decision on the type and style of memorial benches which could be accepted as gifts to the parish to the Estates Committee.**

## Specifications for Memorial Seating to be donated to the Parish

Memorial seats may be donated to the parish for the following greens and open spaces:

- Attleton Green (not more than 1)
- Clopton Green (not more than 1)
- Coltsfoot Green (not more than 1)
- Genesis Green (not more than 1)
- Moor Green (not more than 1)
- Six Acres (not more than 3)

And the precise site of the proposed gift is to be agreed with the parish council in advance. There may be insufficient space to accommodate a memorial bench in a certain position, or on a particular green or open space.

The parish council is striving to improve its sustainability and reduce its impact on the environment. For these reasons, it will only accept benches constructed of recycled materials, or from sustainable woodlands.

Donors are asked to supply a copy of the bench specifications and picture in advance for approval, together with information on the supplier, in order that the parish may easily be able to source replacement parts if damage is sustained to the bench in the future.

Donors are asked to choose from the styles of seating identified overleaf.

Memorial Benches should not exceed 1500mm in length, and should be set on a level concrete slab base not exceeding 1800mm x 1220mm x 100mm

Metal Memorial Plaques should not exceed 200mm x 50mm. The donor is asked to supply a draft of the inscription for approval.

If the Parish has to remove the bench at any time due to damage or deterioration, the memorial plaque will be removed and may either be returned to the donor, or added to the Memorial Wall in the parish cemetery. The empty site may then be used for another memorial bench donation.

Suggested designs are set out overleaf.

