

This report will be made public on 3 July 2018



Report number **C/18/17**

To: Cabinet
Date: 11 July 2018
Status: Non-key decision
Head of Service: Andy Blaszkowicz
Cabinet Member: Councillor Dick Pascoe, Cabinet Member for Property Management & Environmental Health

SUBJECT: HAWKINGE BURIAL CAPACITY & EXPANSION PROPOSALS

SUMMARY: This report proposes an expansion of the Hawkinge cemetery burial grounds within the existing site to meet burial demands for the next 10 years.

REASONS FOR RECOMMENDATION:

Cabinet is asked to agree the recommendation below to ensure that there is suitable provision of burial spaces in the future. This report sets out the proposal to undertake capital works and to minimise future maintenance costs.

Council approval is required for changes to the General Fund Capital Programme.

RECOMMENDATIONS:

1. To receive and note report C/18/17
2. To seek full Council approval for a capital budget of £65,000 in 2018/19 for the immediate provision of burial plots at Hawkinge Cemetery.

1. INTRODUCTION

- 1.1 Currently 20% of all deceased people in the UK are buried, the demand at Hawkinge Cemetery is approximately 80 burials per year. As of June there are 53 spaces left, which equates to a maximum of 8 months of burial spaces left.
- 1.2 Currently a hold has been put on people reserving plots to relieve stress on the remaining plot numbers.
- 1.3 Planning permission Y18/0771/FH has been applied for which details the change of use from meadow land to burial land. It is considered that this will be accepted.
- 1.4 This work was planned for the financial year 19/20 but due to the higher than anticipated uptake on burial plots we have had to bring the works forward into this financial year.

2. PROPOSAL

- 2.1 It is suggested that a large plot is built to the north of the site that will hold 780 individual plots. This will provide 9.75 years of capacity if demand remains the same.
- 2.2 A perimeter road is to be constructed from tarmacadam with concrete edging to match existing roads, surrounding the large plot to allow for access, maintenance and visitation.
- 2.3 It is recommended that to future proof the area (both in terms of Grounds Maintenance and headstone toppling issues) that concrete plinths are built that hold the headstones securely, and allow machinery to cut right against the edgings. This can be seen in Figure 1: Headstone Plinths. For stage one is it recommended that 30% of these are built at this time to minimise capital outlay.
- 2.4 The positioning of the new plot can be seen in Figure 2: Location of plinth and access roadway.

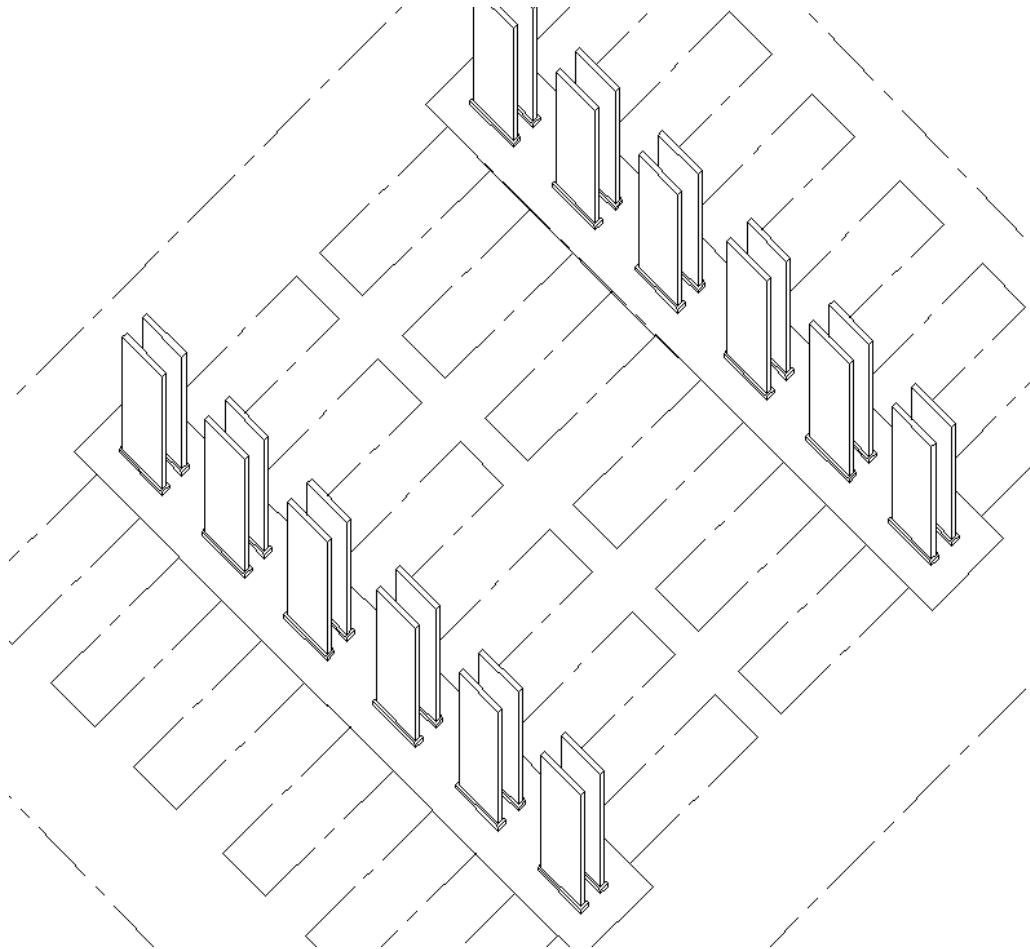


Figure 1: Headstone Plinths

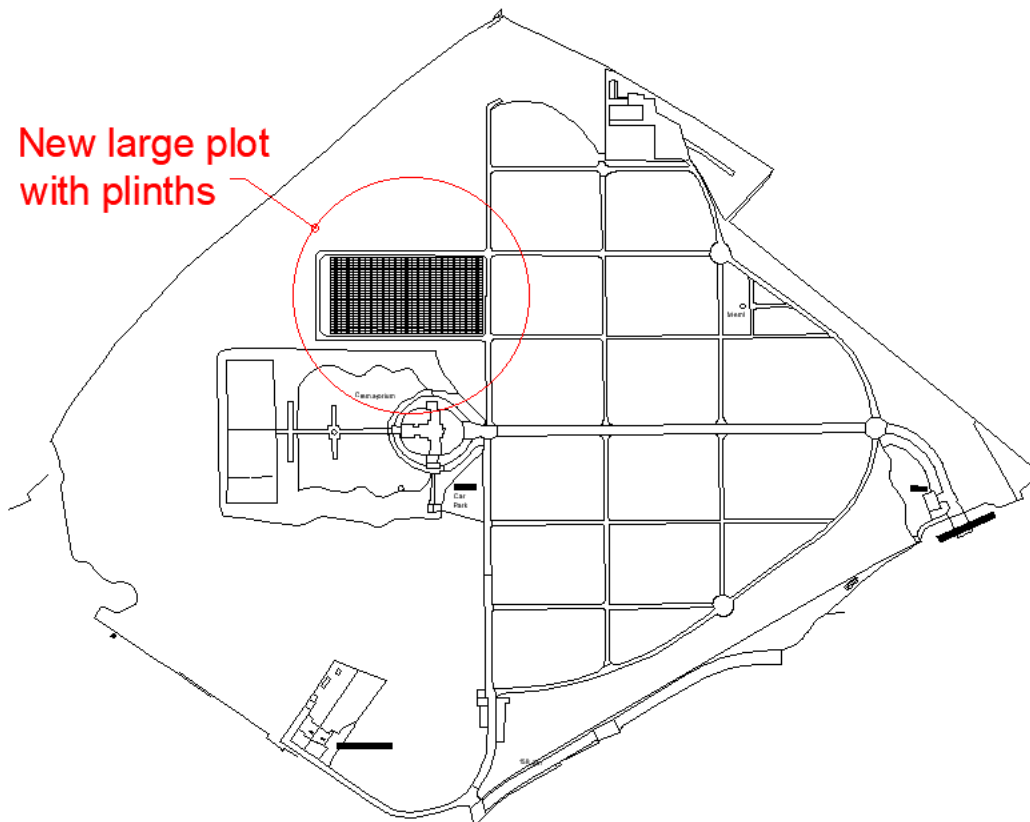


Figure 2: Location of plinth and access roadway

3. FUNDING

- 3.1 The report seeks funding for £65,000 to complete the aforementioned works.
- 3.2 No budget provision currently exists for the proposed scheme and full Council approval is required to include it within the General Fund Medium Term Capital Programme. The capital cost for the scheme can be met from the council's uncommitted element of the Capital Receipts Reserve.

4. RISK MANAGEMENT ISSUES

- 4.1 The perceived risks are considered to be low for this project provided funding is given.

Perceived Risk	Seriousness	Likelihood	Preventative Action
Not providing a new plot for burials	High	Low	Provide funding for new burial plot
Maintenance	Low	Low	The design of the concrete headstone plinths minimises the future maintenance issues by allowing machinery to cut right up to edge
Grave Toppling	Medium	Low	By having the concrete plinths to support the headstones as a single unit it will stop ground shrinkage affecting individual headstones and providing sufficient ongoing support
Planning Permission Rejected	High	Low	Pre planning advice has been sought and all correct documentation has been submitted

5. LEGAL/FINANCIAL AND OTHER CONTROLS/POLICY MATTERS

- 5.1 Legal officers comments (DK).

There are no legal implications arising directly out of this report.
The project is conditional upon receipt of planning permission.

- 5.2 Finance officers comments (LW).

The capital cost and funding implications are set out in section 3 of the report. Full Council approval is required for budget changes to the General Fund Medium Term Capital Programme.

6. CONTACT OFFICERS

- 6.1 Councillors with any questions arising out of this report should contact the following officer prior to the meeting:

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The following background documents have been relied upon in the preparation of this report: None