

# REPORT TO ASSETS AND OPERATIONS COMMITTEE

## CEMETERY MANAGEMENT PLAN 2022-27



**Report Reference** A-21-20  
**Meeting Date** 17<sup>th</sup> January 2022  
**Agenda Item** 6  
**Prepared by** Town Clerk

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### 1.0 BACKGROUND

In 2015, the council adopted a cemetery vision which set out its objectives between 2015 and 2020. Ultimately this culminated in the council taking back responsibility for the management of the cemetery from 1<sup>st</sup> January 2020 following an operations review in 2018 and the council has delivered a range of identifiable improvements to the cemetery over this time.

A new cemetery management plan has been prepared for approval and is recommended for adoption by the cemetery working group. This is substantially more detailed than the previous cemetery vision (which was prepared when the council was not involved in the day-to-day management of the cemetery) and has been aligned to the Green Flag Award principles. The cemetery management plan builds on the objectives of the cemetery vision and sets out the council's priorities for the next five years.

The document establishes the council's vision, aims and objectives for the five-year period. Upon adoption, the Town Clerk and Planning and Facilities Officer will be responsible for the implementation of the plan. The plan will be regularly (at least annually) reviewed by the cemetery working group and the plan will be formally reviewed annually by the committee where an annual report will be received on progress. The plan includes an action plan for the five-year period with estimated costs where applicable.

The committee has previously acknowledged the necessity to expand the cemetery to provide long term burial provision. Revised calculations provide a slightly extended capacity nevertheless the cemetery working group consider it important to begin exploring the expansion of the cemetery at an early stage to ensure there is no interruption to provision in the future. In the initial plan period the option of purchasing land surrounding the cemetery would be explored.

### 2.0 RECOMMENDATION

It is recommended that the committee resolves that the cemetery management plan 2022-27 be approved and the Town Clerk be responsible for its implementation in line with approved budgets.