

**To receive a report from the Service Delivery Department and consider any actions and associated expenditure.**

**1. Health and safety checks**

At this time, there are no major health and safety issues to report to the Council.

Members are asked to note the update.

**2. PAT Testing (Inservice Inspection And Testing Of Electrical Equipment**

The 12-18 month PAT Testing of portable equipment has been completed with all items passed. No issues to report.

Members are asked to note the update.

**3. Update to the box hedging**

As discussed, and approved at the previous committee meeting additional plants have now been planted to create a better hedge divide.

The initial planting of the box hedging was impacted by extreme heat and effected the plants growth and density.

The SD Department are to continue to monitor the hedge's development before committing any further costs /resources.

To support healthy growth, the hedging will be included in the summer watering schedule alongside the town and waterside hanging baskets and bedding plants.

This approach aims to encourage the hedge to establish and eventually match the surrounding sections.

Members are asked to note the update.



#### **4. The installation and commissioning of a new unvented hot water heater**

Following approval from the Burial Authority Committee, the SD Department installed an unvented hot water system at the Churchtown Cemetery toilet facilities in January 2025.

A 10-litre Ariston Lux electric water heater was installed to supply hot water to both hand basins, receiving positive feedback from staff and visitors alike.

To enhance safety and compliance with current building regulations and health and safety legislation, a Thermostatic Mixer Valve (TMV) was fitted to maintain water temperatures below 44°C, preventing the risk of scalding.

Additionally, a new main stop tap was installed, as one was previously absent in the toilet block.

All works were carried out internally by STC's Service Delivery Department.

(Please see pictures below)

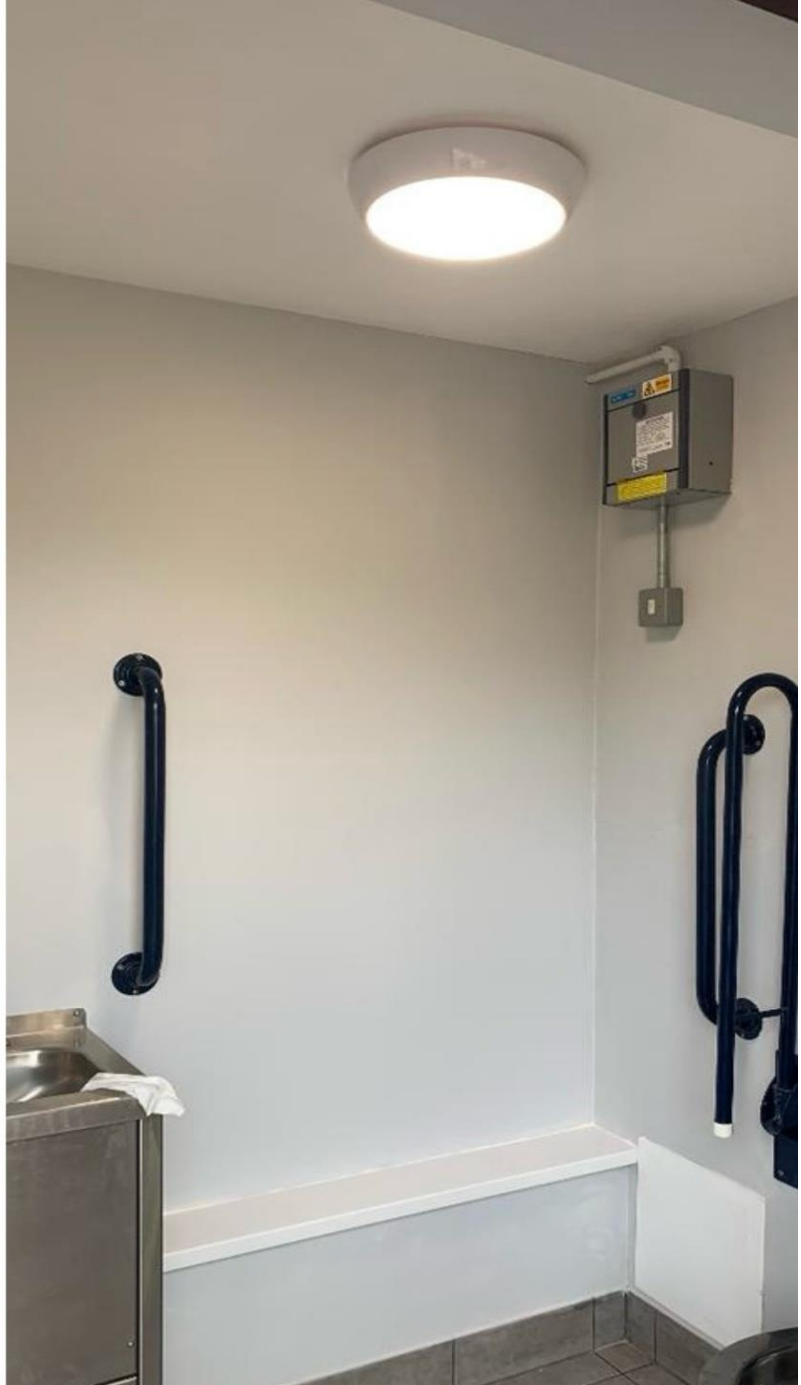
[Members are asked to note the update.](#)



## **5. Cemetery Staff And Public Toilet Refurbishment Works**

The SD Department have completed internal redecorations of the Churchtown Cemetery toilet block, including the installation of new plastic boxing to replace sections damaged by age-related wear and tear.

The improvements have significantly enhanced the overall cleanliness and appearance of the facilities, and the work has been positively received by users.



Members are asked to note the update.



## **6. Churchtown Cemetery Ground Maintenance Works**

As the grass-cutting season gets into full swing, we're pleased to share that all areas of Churchtown Cemetery and St Stephens Churchyard are currently well maintained and up to date.

With warmer weather on the rise and grass growing quickly, our team is now visiting every couple of weeks to keep everything looking neat, tidy, and respectful for visitors.

SD Department have also tended to Churchtown Cemetery's main entrance shrub garden, Cornish walls, memorial rose garden, private road, and parking areas. These areas have all been thoroughly weeded, pruned, and edged.

[Members are asked to note the update.](#)



## **7. Churchtown Cemetery – repair to the pedestrian side entrance gate**

Following recent high winds and general wear and tear, the wooden side entrance gate sustained damage, with panels from the front section being completely blown off.

The Service Delivery Department were able to action the necessary repairs using spare materials available in the yard.

This approach meant the repair was completed without any additional cost to the department and the gate was swiftly reinstalled.



Members are asked to note the update.



## **8. Churchtown Cemetery – Letters to Heaven**

A little over a year has passed since the installation of the "Letters To Heaven" post box in mid-January 2024.

The box continues to be well-utilized, with collections made regularly on Wednesdays and Sundays, consistently nearing full on each collection. This is a positive indication that the service is appreciated by visitors to the cemetery and provides a valuable option for those wishing to leave messages.

Looking ahead, the post box will require a repaint due to fading from sun exposure



Members are asked to consider painting an alternative colour such as white to avoid confusion and further sun deterioration.

**End of report**

**Assistant Service Delivery Manager**