

To receive a report from the Service Delivery Department

Grounds Maintenance – The summer maintenance work continues for the time being, as we are coming into the Autumn Period. The grass cutting schedule is set at 10 to 14 day frequencies, which we have managed to achieve for the majority of the season. During August and early September, the frequencies were not maintained due to low available resources. However, we have since brought the mowing back into schedule. 18 grass cuts of the cemetery have been completed so far this season.

Throughout the warmer months we have regularly undertaken maintenance on the borders and formal hedges to maintain them weed free and pruned.

Our Winter work plans include the pruning of all formal hedges and perimeter hedgerows, raising the crowns (lower branches) on the trees so that churchyard visitors and maintenance team members can pass safely underneath, removal of debris from the pathways, removal of moss on pathways.

The memorial Rose Garden has been prepared for planting by conditioning the soil with manure. We are expecting the buxus hedge plants to be available from the Nursery in the Autumn period. When planting these we shall install a permeable membrane to the border to reduce weed ingress and then lay some decorative bark chippings. Two benches were installed in this area on concrete plinths, and an Acer tree (donated by former Cllr Bill Phillips) planted between them.

Fence and gates – the cemetery gates were repainted in the summer, and the Cemetery Hut compound fence was treated with a timber treatment on the external aspect.

Memorial Management – The H&S inspections continue with the entire churchyard being completely inspected in mid-August. There are no issues to report.

The legal requirement for Memorial Headstones to be inspected is every 5 years. However, the inspections will be continued on a quarterly basis, every 3 months.

3 members of the SDD team attended an ICCM Management of Memorials Course on the 12th July 2021. We plan for some more team members to undergo this training in due course.

Staffing – A flexible approach to the cemetery staffing has been implemented to allow the department to work efficiently. SDGA's are on site to undertake the site maintenance as a team and funerals therefore, we no longer have a member of the team on site daily.

End of Report
Service Delivery Manager