

The removal and cleaning of Headstones and Cremation Tablets and consider any actions or associated expenditure

Information:

A request has been received for the removal of a cremation tablet from a plot at Churchtown Cemetery. This is the first such request received and therefore a need to have a process in place. Headstones can be removed for reasons such as permanent removal, cleaning and removal, re-lettering or repair.

Plymouth City Council and Cornwall Council issue a permit, but do not charge for the removal and/or cleaning of a headstone or cremation tablet.

However, the Town Council will be required to carry out the same amount of work for the removal of a headstone or cremation tablet for the above reasons, as for an installation, or removal for a second inscription. Current costs for installation or second inscriptions are:

Permission to erect headstone including first inscription	-	£111
Additional inscriptions	-	£56
Permission to place cremated remains tablet	-	£56

Proposal:

Members are requested to consider and confirm associated fees should they wish to charge for the process of issuing a Memorial Licence.

Example:

Permission for the removal of a headstone or cremation tablet other than for an additional inscription - £56

This is mirroring the same fee and admin involvement involved with laying of a cremation tablet.

(Please note that all fees as shown above are for Saltash Residents only).

**End of report
Planning & General Administrator**