

## **To receive a report from the Service Delivery Department** **- Joint Burial Board Committee -**

### **Grounds Maintenance**

Our winter works schedules were completed, all formal hedges and shrubs were cut back and pruned as required.

We are now well into our Spring/Summer grounds maintenance season. We have had a team allocated to ground works at St. Stephens Churchyard since the beginning of June, the grass and foliage is particularly tall, following the prolonged sunny period during and after “No Mo May”. It is taking us two to three times as long to complete a scheduled cut as we are having to strim areas down before we can use our mowers. Allowing the grass to grow to this height introduces health and safety hazards, as visibility within the areas we are working within is very poor.



As per our last report we will be closely monitoring and managing the number of complete grass cuts in the closed section of the churchyard. Pursuant to minute number 46/22/33 from the Joint Burial Board Committee held on Tuesday 28<sup>th</sup> February 2023 we will be reducing the number of complete cuts to 6 this year. The first cut was completed at the end of February, the second cut is planned for week commencing 26<sup>th</sup> June, this will ensure the area is looking at its best for the Church’s Summer Fair on 1<sup>st</sup> July.

As agreed pre-determined wild flower areas and meadows have been left to develop and promote growth around the internal perimeter of the Churchyard.

Regular litter picking and emptying of the bins continue as normal; we have seen an increase in the amount of plastic flowers, Christmas decorations, wreaths and other small objects that have been placed on the memorial stones and on top of the graves. Objects left on the grass on the graves make it difficult to cut these areas without removal and

replacement, this is not feasible as it takes far too long. These items can also be health and safety hazards and present risk of damage to equipment being used during cutting operations.

### **Pathways**

Pursuant to minute number 46/22/23 (1) from the Joint Burial Board Committee held on Tuesday 28<sup>th</sup> February 2023 a contractor was appointed to carry out Health and Safety Tree Surgery works to cut down and remove the Ash tree (that was suffering from Ash die back disease) that had caused the pathway to be damaged at the side entrance from Farm Lane causing a serious tripping hazard. These works were completed back at the beginning of April 2023, as below:



Once the tree had been removed the schedule of works agreed were carried out and completed in order to make good and safe the pathway at the Farm Lane entrance. These works were completed in week commencing 17<sup>th</sup> April as below:



## **Memorial Management**

Health and safety inspections continue weekly, our next quarterly memorial inspection will be completed once we have finished our full site grounds cut, which is scheduled for completion at the end of June.

There are now a number of grave stones and graves that are in urgent need of attention and present potential health and safety hazards, these will be identified and made safe. The quarterly inspection that will take place in early July will form part of our full memorial headstone audit that was started back in March but was not completed. A detailed report will be produced detailing all the memorials headstones and graves, their condition and any works required.

## **Internal Perimeter Wall Repairs**

Pursuant to minute number 38/22/33 from the Extraordinary Meeting of the Joint Burial Board Committee held on Thursday 26<sup>th</sup> January 2023 Contractor B, Obedair Construction were awarded the contract to repair the wall.

The schedule of works commenced back on the 13<sup>th</sup> March 2023 and were completed with all snagging issue. This included making good the resident's garden that was damaged in the wall collapse. All works were signed off as complete at the beginning of June by James Barron our building surveyor and the residents of the property the wall fell into.



**End of Report**  
**Service Delivery Manager**