

West Rainton Parish Council - 21 January 2016

Item 7: Cemetery update

Report by Project Officer

Parish Council have previously discussed in 2015 a range of issues associated with West Rainton Cemetery.

These included ongoing concerns of cemetery visitors relating to the poor appearance and upkeep of the cemetery (now recognised as a result of maintenance works commissioned historically on an ad hoc basis only); uncertainty over future capacity of burial space; and the need to review and refresh cemetery policies, procedures and records.

Following a site meeting in November, Cemetery Development Services (CDS) have provided the Parish Council with a detailed proposal to address the issues outlined above. This has been circulated to members.

A pressing issue for Parish Council has been to establish remaining burial capacity and this aspect has been the subject of speculation over a prolonged period, leading to a view that a new cemetery site may be required.

The proposal from CDS includes investigatory work which will definitively establish the extent of any remaining burial space areas within the existing site, the preparation of a layout and landscaping design, and if approved, the preparation of tender and construction documentation to commission this.

CDS believe that at least a further 30 years of burial could be found on site once a proper design has been implemented. An estimated timescale from CDS to fulfil all three elements would be the end of April 2016.

Should investigations show that the Cemetery is near to full capacity, CDS have also provided headline costs to be considered in sourcing and establishing a new cemetery.

These are shown in the accompanying appendix.

In summary, to get a site from conception idea to burial, the cost implications are between £280K and £310K.

An anticipated timescale to deliver such a project would be between 3-5 years - assuming a suitable site is readily available.

Should Parish Council agree a new layout and design, construction works to bring a new area into commission are estimated at circa £12,000 (excl. VAT).

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The proposal from CDS comprises three cost elements (summarised under item 4.0 on page 11 of their document) as follows:

Item 1 Site burial survey & production of new burial plans - £5,250 + VAT =£6300

Item 2 Cemetery design - £3850 + VAT =£4,620

Item 3 Management brief - £1550 + VAT =£1,860

Total cost £10,650 +VAT = £12,780

However, should all three elements be commissioned together, CDS are prepared to reduce the cost by around £1,000 (plus VAT) as they can achieve some savings if the work is continuous. If the proposal is accepted the £600, previously approved by Parish Council, will also be waived.

It should also be noted, that CDS have also stated verbally that annual maintenance cost of the cemetery could be self-financing from fees. There should therefore be no budget implications arising from any additional maintenance work identified as a result of the CDS proposal.

Parish Council is asked to:

Receive this report and proposal from Cemetery Development Services;

Consider the proposal and associated fees, and determine which elements (if any) it wishes to proceed with in line with available budget;

Consider the extension of cemetery grass cutting arrangements with the existing contractor from March 2016 on a temporary basis, pending the development and letting of a full environmental maintenance tender for the cemetery. (Part of Item 3 of the CDS proposal).

(Note: this aspect subject to decision arising from previous item)

Consider potential budget implications and funding sources for any resultant construction works.

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Appendix 1 - Cost considerations for a new cemetery site:

Item	Price	Notes
Source suitable sites	Allow £18k to £26K per acre	You will need approx. 2 to 3 acres
EA	£3500	
Highways	£250 to £5000	Subject to whether a transport statement and traffic count is required or not. £250 equates to correspondence costs
Archaeology	£250 to £8000 Typical £4000	Subject to whether county archaeologist requires pre determination surveys which is 70% likely
Ecology	£1,000 to £3,500	Subject to potential for phase 2 surveys
Visual appraisal or Landscape Visual Impact Assessment LVIA	£1800 to £3500	Subject to detail required from planners
Topo	£1000 to £2000	Subject to site detail
Designs and burial plans	£3500	
Planting schedules	£2000	
Drainage plans	£1200	
FRA and Suds statements and calculations	£2800	Requirement if development bigger than 1 hectare
Policy statements Needs statement Design and Access Statement Sustainability Statement	£5000	
Planning application fees	£1200	
Construction costs	£200K	

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