

NOTE TO:	Policy Development Panel
DATE:	13 December 2022
SUBJECT:	Spalding Cemetery Briefing Note.
PURPOSE:	To provide a basic overview of management and operation of Spalding Cemetery to the Panel as requested at its previous meeting.
NOTE OF:	Assistant Director - General Fund Assets

NOTE:

Spalding Cemetery is the only open cemetery owned and managed by South Holland District Council; it was consecrated on 15 November 1854 and is owned and managed by South Holland District Council.

The Cemetery sits under the 'Spalding Special Budget' with its day to day management having transferred from Environmental Services to Assets in June 2022. The annual revenue budget is limited; net of the forecast in year income of £25,200, the approved budget for the management, maintenance and operation of the cemetery in 2022/23 is £42,590, however, in the last year, the Council invested £197,000 in significant repair and improvement, including resurfacing nearly 6000 sqm of roadways, developing 30 designated parking spaces across the site, introducing a one-way traffic system to aid vehicle travel around the Cemetery, installing new site signage, removing over 120 tonnes of surplus soil and have had both Chapels, The Johnson Mausoleum and the Cemetery Gate House Professionally cleaned.

Local authorities are defined as burial authorities and given the power to provide cemeteries by virtue of the *Local Government Act 1972* although there is **no** statutory duty placed on a local authority to provide burial facilities; but if they do so, their management is governed by the *Local Authorities' Cemeteries Order 1977*.

The Council operates Spalding Cemetery in accordance with the *Code of Safe Working Practice for Cemeteries* issued by the Institute of Cemeteries and Crematorium Management who also issue guidance for example on the Management of Memorials that feeds into the health and safety approach implemented at the Cemetery by the Cemetery Team.

As the budget suggests, staffing is limited; the Council only has one full time member of staff at the Cemetery with the other people resources consisting of part of an Officer who deals with all burials, Funeral Directors, stone masons and oversees the team both in the cemetery, those who deal with external burials and who deal with all Council house void clearance; a Supervisor who supports the Cemetery Officer but who also spends most of their time allocated to void clearance, and then two other agency staff who are employed for various hours a week and weeks of the year..

The Council places no restriction upon who can be buried at the Cemetery and in comparison with other 'local' cemeteries and has very low charges; consequently, it sees numerous applications for burials coming from outside of the District. Those fees and charges are reviewed annually as part of the budget setting process and will naturally be reviewed for 2023/24.

The Cemetery benefits from the amazing support of a Friends Group who dedicate hours to making the Cemetery a fantastic and attractive place to visit as a real heritage asset of the town.