

Policy for unstable memorials in Hale Cemetery

1. Risk assessment to be carried out annually – March/April. The method to be used on the memorials is the ‘push/pull’ one by two Councillors.
2. Directly a memorial is found to be unstable it should be immediately identified as a hazard.
3. Unstable memorials to be reported to the next Parish Council meeting and minuted.
4. The Clerk to check in the Memorial Register and the Burial Register for the next of kin.
5. A letter to be sent to the next of kin asking that the necessary repair be carried out to make the memorial safe.
6. If it is not possible to locate the next of kin by the Registers then a notice will be put in Hale & Woodgreen Community Magazine, on the Parish Council’s website and on the memorial asking the next of kin to contact the Clerk.
7. Failure to contact the next of kin the Parish Council will then decide whether it carries out and pays for the repairs to the memorial or implements other actions.
8. In the event of the Parish Council having made all reasonable effort to contact or locate the relatives the memorial may be laid flat.

Hale Parish Council

7 November 2006

Mrs V A Marlow

Clerk to Hale Parish Council

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