

## **HARWELL PARISH COUNCIL**

### **CEMETERY TESTING POLICY**

The Council will test all memorials in the cemetery and in the churchyard for safety at least annually. Testing will be undertaken by the cemetery worker, Mr M Russell, preferably in the presence of one or more Councillors.

Mr Russell will prepare a list of any memorial found to be unsafe following the testing, to be given to the Clerk as soon as possible. Clerk will record the findings.

Should any memorials fail the test, notice to be given of any intended work as follows;

- Written notice sent to next of kin, if records provide such details.
- Notice affixed to or placed next to the memorial in question.
- Notice displayed on cemetery gates or in churchyard.

Work on unsafe memorials to be undertaken as soon as possible after discovery that the memorial is unsafe, allowing for a period of 1 month for relatives to contact the Council. However, in an emergency, the Council reserves the right to make safe immediately any memorial found to be in a dangerous condition, and recoup the cost of the work from relatives afterwards.

Memorials will not be removed or laid flat except where they would pose a significant danger to the public or cemetery employees.