

Committee: MERTON AND SUTTON JOINT CEMETERY BOARD

Date: February 2022

Wards; Borough Wide Merton and Sutton

Subject: Contractor Report

Lead officer: John Bosley, Assistant Director of Public Space

Contact officer: Mark Robinson, MSJC Registrar (idverde) Cemeteries Manager –

1. That Members review the information and note the content of the report.
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1. Purpose of the Report and Executive Summary

1.1 This report to the Board reviews the activity from June 2021 to December 2021 and details the work activity for this period. It is intended that a report is presented to each meeting of the Board covering key areas of activity.

1.2 The report will cover the following areas.

- Key performance activity
- Complaints and compliments
- Income

2. Details

2.1. Grounds Maintenance

Scheduled works continued with a focus on critical burials tasks and grounds maintenance work such as grass cutting, hedge trimming, topping up graves, and maintaining the planting and upkeep service.

Customer care remains a key focus for families and funeral directors within the team at the cemetery and the cemetery office.

2.2 COVID 19 – Modification to working practices

Following government guidance, there are no restrictions to the number of mourners in the chapel or at grave side.

Hand sanitiser stations are in place at the entrance of the chapel. A Bluetooth speak is provided to the family to play music.

2.3 Health and Safety Audit of Headstone Testing

The testing procedure has been agreed with LBM officers.

Section M: This section has now been completed. Failed headstones have now been reinstated on individual concrete landing stones in front of the old concrete beam, as this is no longer fit for purpose.

Section MU: This is scheduled for late February 2022 to reinstate failing memorials. The intention is that these be reinstalled back onto the concrete beam wherever possible.

Testing is being resumed as part of the Government Roadmap out of all COVID restrictions.

2.4 New Bearer Beams/Replacement

Please refer to client side report.

2.5 Roads and footpaths

Please refer to client side report.

2.6 Cemetery Boundary Improvements

idverde is in preliminary talks with Suez to improve the boundary fence between the cemetery and Suez recycling centre. It is proposed that new fencing and improved landscaping be considered.

Garth Road Boundary hedge line. Visual improvements could be undertaken to improve the appearance of the cemetery running along Garth Road and within the cemetery.

Presently this is mixture of overgrown shrubs with an assortment of poorly maintained trees. Both trees and the shrubs overhang the cemetery railings causing obstruction on the narrow pavement which also is obstructed with parked cars on the pavement. The present hedge line could be replaced with a yew hedge, this has a dense foliage for privacy for the cemetery. It would be planted away from the railings and kept at a set height. Inside the cemetery a new grass verge would be created with new tree planting such as flowering cherry trees.

The estimated cost could be approx £20,000 to undertake the works. Further discussion is thus required to investigate possible funding options

Burial numbers

See appendix 2 for Burial numbers.

2.7 Complaints and Compliments

2.8 Complaints of detailed

Number	Reason
0	

2.8 Summary of Compliment

Number	Reason
8	Various compliments from Funeral directors and families for being helpful at the office and at the funeral

2.9 Income

See Appendix 2: income figures April 21 to December 2021

3. Consultation undertaken or proposed

3.1 None for the purposes of this report.

4. Timetable

4.1 None for the purposes of this report.

5. Financial, resource and property implications

5.1 As contained in the body of the report.

6. Legal and statutory implications

6.1 None for the purposes of this report.

7. Human rights, equalities and community cohesion implications

7.1 None for the purposes of this report.

8. Risk management and health and safety implications

8.1 Considered within the Client Side Report.

9. Appendices

<u>Appendices</u>	1.Burial numbers for January 2021 to December 2021 2.Income for April 2021 to December 2021
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Appendix 1

Burial numbers for the period January 2021 to December 2021

Month/Year	2021	2020	2019	2018	2017
January	31	20	25	22	23
February	25	17	14	27	16
March	29	25	13	25	22
April	30	47	13	23	14
May	20	31	27	21	27
June	24	17	18	17	23
July	14	26	13	15	19
August	21	24	19	25	18
September	27	21	17	21	25
October	25	21	19	22	18
November	22	11	12	21	18
December	27	20	13	17	14
TOTAL	295	280	203	256	237

Appendix 2

Merton & Sutton Joint Cemetery Income January 1st 2021 to December 31st 2021

In providing this data, it is necessary to caveat the fact the logged amounts have not been reconciled against the bank and as such may change once reconciliation has been completed

MERTON & SUTTON	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21
Purchase & Interments	£86,336	£51,370	£55,547	£41,066	£59,124	£62,799	£57,874	£72,985	£83,691
Memorials permits	£2,013	£0	£3,732	£4,317	£4,486	£3,391	£2,137	£1,850	£2,424
Transfer of ownership	£107	£0	£220	£1,140	£660	£380	£753	£160	£970
Planting and Upkeep	£11,000	£263	£63	£1,841	£63	£63	£63	£0	£0
Grave Lease extension	£0	£0	£0	£995	£995	£1,990	£2,985	£0	£0
TOTAL:	£99,456	£51,633	£59,562	£49,359	£65,328	£68,623	£63,812	£74,995	£87,085

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