

## RIBBLE VALLEY BOROUGH COUNCIL REPORT TO HEALTH & HOUSING COMMITTEE

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Agenda Item No.

meeting date: THURSDAY, 11 JUNE 2015  
title: ALLOCATION OF CAPITAL FUNDING FOR PROVISION OF  
HEADSTONE FOUNDATION BEAMS AT CLITHEROE CEMETERY  
submitted by: MARSHAL SCOTT – CHIEF EXECUTIVE  
principal author: JAMES RUSSELL – HEAD OF ENVIRONMENTAL HEALTH SERVICES

### 1 PURPOSE

1.1 To ask Committee to approve additional capital budget in 2015/16 for headstone foundation beams work in Phase 1 of the new Clitheroe Cemetery extension.

1.2 Relevance to the Council's ambitions and priorities:

- Community Objectives – To help make people's lives safer and healthier and to protect and enhance the existing environmental quality of our area.
- Corporate Priorities – To be a well-managed Council.
- Other Considerations – None.

### 2 BACKGROUND

2.1 The installation of Cemetery Infrastructure capital scheme at Clitheroe Cemetery was completed in 2014/15, with a £870 underspend. It was initially envisaged that the scheme could have allowed for the installation of headstone foundation beams, but the overall cost of the headstone foundation beams was £3,600.

2.2 The scheme was planned to allow for the provision of foundation beams into the plots so that each grave plot has a ready-made headstone foundation. The 2015/16 fees and charges for exclusive burial rights (grave plot) in the new extension were set in October 2014 and included an element to cover the cost of provision of a foundation for a headstone. This was done in order to ensure adequate income to recover the cost of the installation of the headstone beams over time.

2.3 Four sections have been created in the new Cemetery extension. The first section contains 5 rows requiring the provision of five beams which is envisaged to provide capacity for the next 6 years.

2.4 The provision of headstone foundation beams provides the following advantages:

- Built in beams mean there is speed in putting in headstones for families – previously there was wait while ground settled after interment.
- Easier for grounds maintenance – the foundations will be set in the ground better, resulting in considerably less strimming around individual foundations.
- Less need for digging separate provision of foundations – this will lead to less direct cost charge and time input to the Cemetery and more time available for the grounds maintenance team to work elsewhere.

- The new plot will look better with headstone foundations all set out together.
- Health and safety – better solid foundations will already be in place across the plot and less likelihood of movement of individual foundations.

### 3 PROPOSAL

3.1 The installation of the five headstone foundation beams would incur costs of £3,600 based on a number of quotes already received. The proposal is that this scheme be taken forward, using the remaining budget of £870 from 2014/15 as slippage and requesting an additional budget of £2,730 in order to provide a total scheme budget in 2015/16 of £3,600.

3.2 The £870 slippage from 2014/15 is already financed within the existing capital programme from borrowing. It is proposed that the additional £2,730, should it be approved for consideration by Policy and Finance Committee, would be financed as shown in the table below:

Ledger Code	Description	£
CLCEM/8447u	Exclusive Burial Rights (grave plot) – Anticipated income in excess of budget	1,300
CLCEM/2881	Use of part of the Cemetery Equipment and Materials budget	1,030
CLMKT/2474	Use of part of the Clitheroe Market Cleaning budget	400
	<b>Total Financing – as a revenue contribution to finance capital</b>	<b>2,730</b>

### 4 RISK ASSESSMENT

4.1 The approval of this report may have the following implications:

- Resources – Additional capital resources of £2,730 to be funded from within existing revenue budgets, as set out in paragraph 3.2. There is a small risk that the additional income from Exclusive Burial Rights is not achieved in year, in which case alternative revenue budgets would be examined.
- Technical, Environmental and Legal – Technically the provision of headstone foundation beams is a more effective method than individual foundations as set out in paragraph 2.4 above.
- Political and Reputation – Meets being a well-managed Council providing efficient services based on customer needs.
- Equality & Diversity – None.

### 5 RECOMMENDED THAT COMMITTEE

5.1 Approve the additional capital budget of £2,730 in 2015/16 for completion of the Installation of Cemetery Infrastructure scheme, to be used in conjunction with the slippage from the Cemetery Infrastructure Scheme of £870 from 2014/15.

5.2 Subject to the approval of paragraph 5.1 recommend the additional capital budget request to Policy and Finance Committee for approval onto the capital programme for 2015/16.

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BACKGROUND PAPERS

None.

For further information please ask for Judith Paliga extension 4478.

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