

DECISION ITEM



REPORT OF	MEETING	DATE	ITEM NO
DEVELOPMENT SERVICES	ENVIRONMENT, HEALTH & HOUSING COMMITTEE	9 JUNE 2015	4

NEW MEMORIAL GARDEN – LYTHAM PARK CEMETERY

PUBLIC ITEM

This item is for consideration in the public part of the meeting.

SUMMARY

The report relates to the replacement of the existing timber fence on the Eastern perimeter of the Cemetery. This forms the boundary between the Cemetery and the Golf Course and the rear boundary to the new memorial Garden.

The report sets out the context, details the receipt of quotations, quotation assessment, and makes recommendations to proceed with the project through the letting of the contract to complete the work.

Details of the financial breakdown of the proposed spend and the benefits of the project are identified in the report

RECOMMENDATION

Approve the letting of the replacement timber fence to the sum of £ 7,695 to Gary Carr Decorating and Maintenance, with a contingency of £305 being held by Fylde Council, this being part of the approved capital scheme in 2015/16 for the provision of a new Memorial Garden at Lytham Park Cemetery in the total sum of £41,000.

CORPORATE PRIORITIES

To Promote the Enhancement of The Natural & Built Environment (Place)	√	To Encourage Cohesive Communities (People)	
To Promote a Thriving Economy (Prosperity)		To Meet Expectations of our Customers (Performance)	√

SUMMARY OF PREVIOUS DECISIONS

Full Council 30th March 2015

Resolved - 1. The Council approve and adopt, with the exception of matters relating to exceptional capital schemes in relation to the Freckleton Memorial Park and Lowther Gardens roof replacement:

(c) The updated Five Year Capital Programme including the changes proposed by Cabinet, as set out in Appendix G;

REPORT

Background

1. Lytham Park Cemetery opened as a burial ground in 1927 with the later addition of the Crematory and Chapel, which was built in 1956/57 and opened in 1958. Lytham Park Crematorium is one of only two Crematoria on the Fylde Coast, which offers a dedicated burial and cremation service.
2. Lytham Park Cemetery provides the major focus for interments in the Borough undertaking approximately 160 interments per year.
3. The Council has invested a significant amount of capital funding into Lytham Park Cemetery and Crematorium with replacement cremators, mercury abatement equipment, refurbishment of the Chapel, resurfacing of the main drive and the construction of an Infant Memorial Garden.
4. Council on the 3rd March 2015 approved an addition to the capital programme in the sum of £41,000 in 2015/16 for the provision of a new Memorial Garden at Lytham Park Cemetery, funded from additional crematorium income received in 2014/15 and transferred into the Capital investment Reserve for this purpose.
5. In addition, within the 2017/18 capital programme £300,000 funding is in place to extend the burial ground to the rear of the site.
6. The Council provides memorials in the form of wall plaques and wall niche's which are located to the rear of the chapel. Recently income has declined from the sale of wall niches and wall plaques due to the fact that the memorial walls are being constructed further away from the main buildings.
7. The outcome of the project will be –
 - The replacement of the existing 324 linear meters of timber post and rail fencing on the eastern boundary of the site.
 - The creation of a new Memorial Garden to enable the Council to continue to offer space for memorial wall plaques

Scheme Details

8. The scheme proposes to create a new memorial garden to the rear of the site, which uses the memorial walls to create the structure. The area will be landscaped and the rear of the site fenced.
9. The new memorial garden will provide a distinct, clearly defined area where bereaved families can purchase wall plaques in remembrance of their loved ones.

10. It is proposed to implement the project in two phases. Phase 1, which is to replace the fencing to the rear of the site and phase 2, which will see the construction of the memorial walls and the landscaping of the site. Phase 2 will be the subject of a future report to the Environment, Health & Housing Committee.
11. The fencing is post and 4 rail and extends to 324 linear meters on the eastern boundary of the site adjacent to the golf course.
12. The existing fencing is rotten and has collapsed in many places and is in a very poor condition and needs replacing. The Council has a legal obligation to fence the boundary between the Cemetery and the Golf Course and have been approached by the golf club directly to replace the fencing.

Procurement Process

13. Under the Councils contract Rules and procedures and the Councils financial regulations for small contracts 3 quotations have been sought from companies as follows –

Company Name	Quotation received
William Pye Limited	£13,284
G E Singleton Landwork	£8,262
Gary Carr Decorating and Maintenance	£7,695

Finance

14. Full Council on the 3rd March 2015 approved a capital budget of £41,000 in 2015/16 for the New Memorial Garden at Lytham Park Cemetery.
15. The proposal is to commit £8,000 to the project. The estimated cost breakdown of the scheme is as follows –

Description	Cost
Fencing Works	£7,695
Contingency	£305
Total	£8,000

Future Management and Maintenance

16. The fencing will be managed and maintained by the Bereavement Services Team. As the team already manage and maintain the cemetery site, there will be no additional revenue cost implications.

IMPLICATIONS	
Finance	The proposed works in the sum of £8,000 form part of the approved scheme for the provision of a new Memorial Garden at Lytham Park Cemetery in the total sum of £41,000 which is part of the Capital Programme as approved by Council on the 3rd March 2015.
Legal	There are no implications
Community Safety	There are no implications
Human Rights and Equalities	There are no implications
Sustainability and Environmental Impact	There are no implications
Health & Safety and Risk Management	There are no implications

LEAD AUTHOR	TEL	DATE	DOC ID
Darren Bell	01253 658465	26 th May 2015	

LIST OF BACKGROUND PAPERS		
Name of document	Date	Where available for inspection
Council Minutes	30/3/2015	www.fylde.gov.uk