

KERRY COMMUNITY COUNCIL

CEMETERY SURVEY 13th APRIL 2026

CONDUCTED BY CLLR C. SEAL (CHAIR), S. REAST (CLERK)

Inspection Methodology of Memorials and Assessment of Risk

Inspection methodology for assessing the risk of each memorial, includes:

- A visual check for obvious signs that a memorial is likely to be unstable.
- Where a visual check suggests no stability defects, a hand test can help confirm that assessment or identify stability problems – this test involves no tools or equipment and is intended to provide support to the visual checks.
- Arrangements for more detailed inspections of particular memorials where the initial inspection identifies significant risk, for example by a specialist structural engineer or memorial mason. Memorials falling into this category will be referred to next of kin, as appropriate.

Occasionally there may be memorials that have serious structural faults but which the Council decides not to remove having regard to their aesthetic or heritage value. Specific assessments for each memorial and specific management measures may be required in these cases.

The Council utilises the Five Step approach suggested by the Health and Safety Executive for the risk assessment.

Step 1: Identify the hazard – e.g. a potentially unstable memorial.

Step 2: Identify who might be harmed and how – these might be employees, contractors, volunteers or visiting members of the public who may be struck by a falling memorial.

Step 3: Evaluate the risk of a memorial falling and harming someone and decide on the precautions needed to control this risk.

Step 4: Record the significant findings of the risk assessment and take steps to implement the precautions needed.

Step 5: Review the risk assessment periodically to see if anything has changed and update it if necessary.

Hand Check Process.

The hand check can be carried out by standing to one side of the memorial and applying a firm but steady pressure in different directions to determine to what degree if any the headstone is loose. If some instability is detected following the hand test, a judgment must be made as to whether this movement is limited, or whether there is sufficient movement for the memorial to present a high risk to people's health and safety. It should be noted that many memorials installed in recent years on independent foundations are fitted with a ground support system. These memorials may move, even rock if the base to foundation joint is broken but do so within designed tolerance limits and represent no danger as the memorial will lock on the ground anchor.

Actions undertaken by the Council regarding unstable memorials will be in accordance with the Kerry Cemetery Rules – www.kerrycommunitycouncil.gov.uk.

KCC Cemetery Rules pertaining to Memorials (updated 17/02/2025)**Section 4 - Inspection**

- I. The Community Council will undertake periodic safety inspections and have the right to lay flat any unsafe headstones in accordance with the provisions of Schedule 3 and Article 10 of the Local Authorities' Cemeteries Order 1977.
- II. Where memorials are found to be loose or otherwise defective the following actions will be taken and memorials identified as follows. Please note that the Council will not be attempting to identify grave owners directly unless known to the Council.
 - A. Category 1 (Red)-unsafe and in need of immediate attention. Action: A Category 1 memorial will be laid down or made safe by other means at the time of inspection. A bilingual notice will be placed on/at the memorial/grave advising that the memorial is unsafe and providing details of how to contact the Council.
 - B. Category 2 (Amber)-unstable but unlikely to cause an immediate health and safety risk. Action: A Category 2 memorial will have a bilingual notice placed in a suitable position on/at the memorial stating that the memorial is unsafe and how to contact the Council. If after the expiry of 6 months from the date of inspection the memorial has not been fixed it will be laid down or made safe by other methods as appropriate.
 - C. Category 3 (Green)-stable and no action required
 - D. Details of Category 1 (Red) and Category 2 (Amber) will be added to the Council website -www.kerrycommunitycouncil.gov.uk and on social media as appropriate.

Report B/f from April 2023 to April 2026

<u>GRAVE / SITUATION</u>	<u>IMAGE TAKEN</u>	<u>RISK</u>	<u>ACTION AGREED 2026</u>	<u>DATE 1st ACTIONED</u>	<u>Comments April 2026 – Traffic Light</u>
J. Morgan 1898-1943 S.Morgan 1899 – 1964 Block 1 Plot 26		Headstone slightly loose - low risk	Contact next of kin if possible – update 2024. Unable to contact next of kin. Continue to Monitor	Nov 2023	Green to Amber
T. Powell 1939 Block 3 Plot 157		Headstone slightly loose - low risk	Contact next of kin if possible – update 2024. Unable to contact next of kin. Continue to Monitor	Nov 2023	Green to Amber

KERRY COMMUNITY COUNCIL – KERRY CEMETERY INSPECTION TEMPLATE MR V1 APRIL 2023

E Pryce Walding 10/04/1955 Block 3 Plot 152			Centre of grave damaged i.e. “concrete” cracked – low risk unless stepped on.	Contact next of kin if possible		Green
John Henry Bayliss 26/06/1953 Block 3 Plot 198A			Side block not fixed – no risk but noted on file			Green
Eliza Hart 20/09/1938 Block 3 Plot 192			Side block not fixed – no risk but noted on file			Green
C. Evans 26/02/1952 Block 4 Plot 224			Headstone laid on side – no danger	No action		Green

KERRY COMMUNITY COUNCIL – KERRY CEMETERY INSPECTION TEMPLATE MR V1 APRIL 2023

M. Chandler 21/02/1968 Block 4 Plot 241			Headstone laid on side – no danger	No action		Green
J. Fredrick Chandler 26/11/1966 Block 4 Plot 246	Image included above		Headstone laid on side – no danger	No action		Green
W. Chandler 18/12/1965 Block 4 Plot 251	Image included above		Headstone laid on side – no danger	No Action		Green
W. Davies 20/09/1953 Block 4 Plot 220			Headstone slightly loose - low risk	Continue to monitor		Green

KERRY COMMUNITY COUNCIL – KERRY CEMETERY INSPECTION TEMPLATE MR V1 APRIL 2023

K. Kinsey 29/07/1982 Block 4 Plot 281			Headstone slightly loose, not mechanically fixed to the ground so would tip if pushed forcefully- low risk	Continue to monitor		Green to Amber
N. O. Dimmock 22/03/1987 Block 4 Plot 299			Headstone not fixed to supports and light enough to fall easily	Headstone laid down – no danger. Contact next of kin if possible	April 26	Green
M. Williams 28/11/1981 F. Williams 11/05/2007 Block 5 Plot 345			Headstone slightly loose, not mechanically fixed to the ground so would tip if pushed forcefully - low risk	Contact next of kin if possible – update 2024. Unable to contact next of kin. Continue to Monitor	Nov 23	Green to Amber

KERRY COMMUNITY COUNCIL – KERRY CEMETERY INSPECTION TEMPLATE MR V1 APRIL 2023

R. George 17/01/1977 Block 5 Plot no 341			Headstone slightly loose - low risk	<u>RESOLVED</u>	Nov 23	Green
N. Smith 22/12/1974 Block 5 Plot 336			Headstone slightly loose, not mechanically fixed to the ground so would tip if pushed forcefully- low risk	Contact next of kin if possible – update 2024. Unable to contact next of kin. Continue to Monitor	Nov 23	Green to Amber
H. R. Morris 10/02/1976 Block 5 Plot 328			Headstone slightly loose – low risk	Continue to monitor		Green

KERRY COMMUNITY COUNCIL – KERRY CEMETERY INSPECTION TEMPLATE MR V1 APRIL 2023

George Sneade 15/02/1966 Block 5 Plot 309			Headstone slightly loose Update – leaning but no longer loose	<u>RESOLVED</u>		Green
R. E. Gardner 27/01/1993 Block 7 Plot F4			Headstone slightly loose	Continue to monitor		Green
Holly bush for removal E Jarman 20/06/1974 Block 5 Plot 329			No risk	Meeting with contractor to agree removal	April 2026	

KERRY COMMUNITY COUNCIL – KERRY CEMETERY INSPECTION TEMPLATE MR V1 APRIL 2023

Holly bush for removal A Andrew 14/01/1933 Block 1 Plot 101			No risk	Meeting with contractor to agree removal 14/04/2026	April 2026	
Hazel tree for removal H Thomas 02/10/1934 Block 1 Plot 97			No risk	Meeting with contractor to agree removal 14/04/2026	April 2026	
Holly bush for removal W Gwilt 27/02/1942 Block 3 Plot 194			No risk	Meeting with contractor to agree removal 14/04/2026	April 2026	

KERRY COMMUNITY COUNCIL – KERRY CEMETERY INSPECTION TEMPLATE MR V1 APRIL 2023

Row RR1 Block 6		Comment extracted from recommendations in April 2025: The inspection team noted that after the current burial plot row RR1-RR6 has been allocated there is not enough room to accommodate another burial plot row. The Council should consider starting the extended cemetery Block C and allow the remainder of the old cemetery to be allocated to cremation plots. * Risk of plots being too close to the pathway.	Council resolved recommendation at April 2025 Meeting. The Inspection Team met with the contractor 14/04/2026 to confirm the preparation of Block C in the extension field for future burials		NA
Bench 1 Left of the bottom entrance in front of the hedge bordering Nook Lane, Block 9.					

KERRY COMMUNITY COUNCIL – KERRY CEMETERY INSPECTION TEMPLATE MR V1 APRIL 2023

Bench 2 Top of Block 1 border between cemetery and Church						
Bench 3 Facing path from Block 1 looking towards Block 3						
Bench 4 Next to tree in block 6/8						
Bench 5 Butterfly garden, recent addition installed during the last year						

Missing bench		White metal bench in front of hedge alongside Nook Lane has gone missing in the last 6 months.			
---------------	---	--	--	--	--

Note: Memorial Actions will be taken in accordance with prevailing KCC Cemetery Rules.

Overall Condition of Cemetery notes/ additional actions and recommendations from April 2026:

- Cemetery had been mown within the last 7 days and the Inspection Team liaised with contractor to ensure that the new zones are cut in accordance with the contract – Block C to be prepared for future burials and other empty blocks to have edge margin cut
- Although some graves had tired flower arrangements the majority looked cared for and neat.
- The Butterfly Garden looked neat and tidy. The Inspection Team liaised with contractor about extend of mowing needed around the area
- The cemetery appeared neat and tidy. The inspection team did not find any issues of Red/ Amber concern.
- The inspection team discussed the location and use of bins. There has been a lot of problems with dog poo bags and other plastics going into the green waste bins which makes sorting difficult. It was decided that there would be two green waste bins and one miscellaneous waste bin near the bottom gate and one green waste bin and one miscellaneous bin at the top gate. Clerk to ask Powys about collection dates and arrangements for the big green wheeled bin for miscellaneous waste. Contractor to remove green waste.

No other concerns were noted during the inspection.

Signed:

Chair/ Vice-Chair

Name:

Date:

Signed:

Clerk

Name:

Date: