

Cemetery Officer Report

NOVEMBER 2022

INTERIM ARRANGEMENTS

Joshua McLeod (JMc)– Bereavement Services Specialist for South Lakeland District Council acting as interim officer as mutual aid.

Role being undertaken through the SLDC Bereavement Services Office with site visits as needed.

JMc has access to the Cemetery Office and will be maintaining service provision in the interim.

PREVIOUS MONTHS DETAILS

Full Graves Purchased	
Ashes Graves Purchased	
Full Body Interments	1
Ashes Interments	1
Memorial Permits Issued	
Memorial Mason Registrations	
Transfers Completed	
Prepayments	
Duplicate Deeds Issued	

CURRENT POSITION

- Enquiries and applications are now being sent to JMc and all local stone masons and funeral directors have been informed as such. The APC website has been updated.
- All existing bookings have been contacted and have gone ahead as planned.
- JMc has a grasp of existing systems as they were designed to be similar to SLDC which has made this process easier.
- Once proposals are reviewed for the post moving forward JMc is happy to advise on potential improvements and/or additions which may be included as best practice.
- David Brockbank is unsure of how he wishes to be involved moving forward but is happy to provide whatever support with his own knowledge as required.
 - JMc and the Clerk met with David to discuss this 19/10/2022

POINTS FOR ACTION

- Digitise some records to make enquiries faster to answer
- Locate evidence of Grant Agreement with SLDC in preparation for LGR
- Review options for the role moving forward and council to decide on how this will look
- Produce job description for Cemetery Officer Role and Cemetery Volunteer Roles