

Association for Public Service Excellence (APSE)  
**Cemeteries & Crematoria Seminar**

Thursday 20<sup>th</sup> April 2017

**Headstone/Memorial  
5 Year Safety Inspection Schedule**

Cemeteries Technical  
&  
Development Officer  
**Charlie Stride**

## Cemeteries Assistant

Funeral/Interment Administration

Memorial Tree/Bench & Memorial Plaque Requests

Cemetery Income/Finance Office Administration

## 6 Cemetery Sextons/Ground Staff

Funerals/Interments

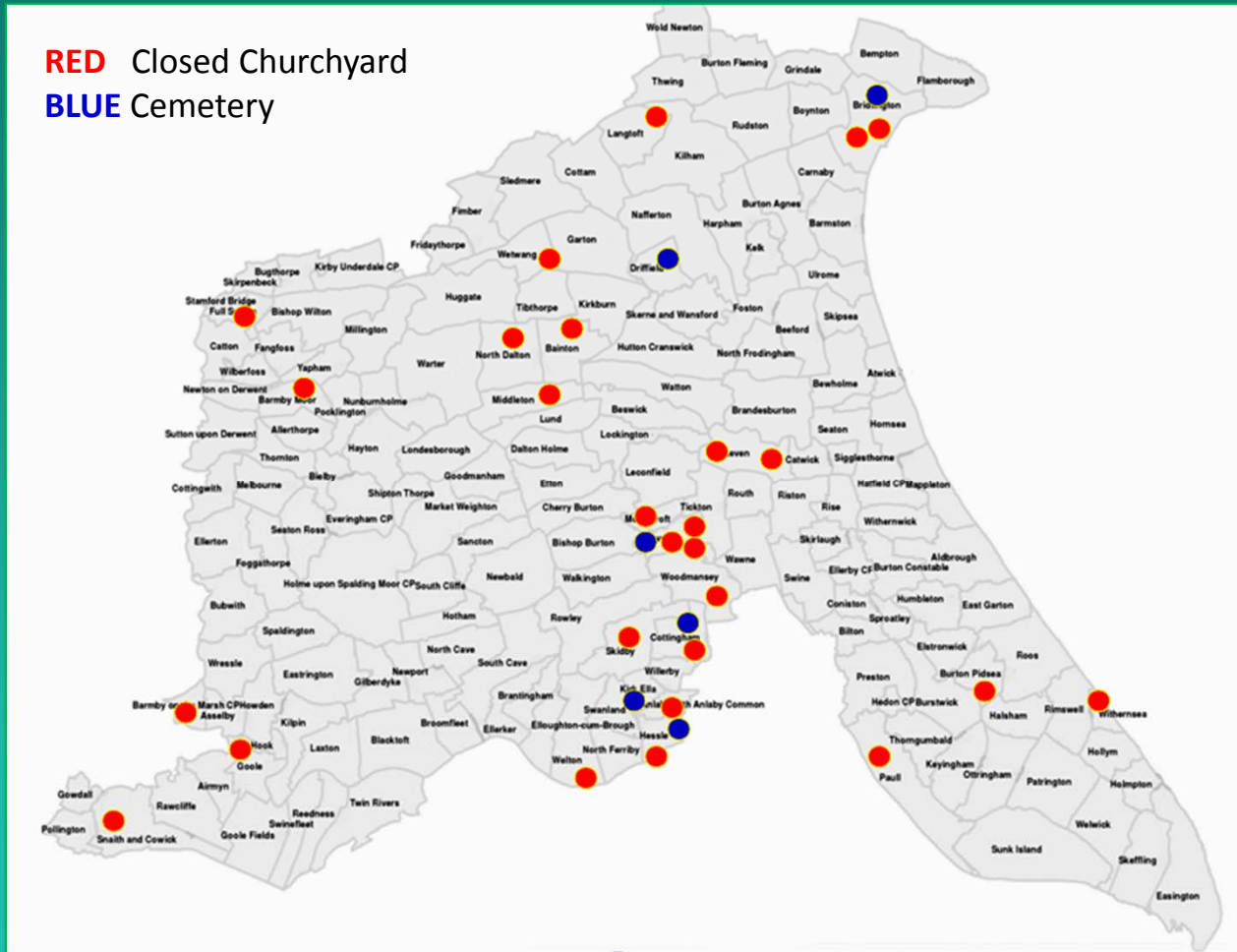
Cemetery Grounds Maintenance

Cemetery Safety Inspections

# Area of Responsibility

**RED** Closed Churchyard

**BLUE** Cemetery



**6**

Cemeteries

**29**

Closed Churchyards

**930**

Square miles

East Riding of Yorkshire

**336,858**

Population

## Definitions

### **Memorial**

Headstones, monuments, sculptures and other symbols of commemoration, fixed or free standing.

### **Cemetery**

A landscaped place of burial.

### **Churchyard**

A burial ground around a Church or other place of Worship.

## Abbreviations



Institute of Cemetery & Crematorium Management



National Association of Monumental Masons



British Register of Accredited Memorial Masons

## Law, Regulation & Guidance

- Local Authorities Cemetery Order 1977
- Health & Safety At Work Act 1974
- Ministry of Justice Guide for Burial Managers 2009
- I.C.C.M. Management of Memorials 2012
- N.A.M.M. Code of Working Practice
- B.R.A.M.M. Blue Book
- Memorial Safety Inspection Procedures
- Risk Assessment

## Why does the Council need a system of Inspection?

Headstones deteriorate due to weather and frost over decades.

They are de-stabilised as ground is continually disturbed by excavation of new graves.

Older, largely Victorian, memorials weigh several tons and can be easily toppled.

360 people in the UK have been injured in accidents in the past 5 years.



## Why does the Council need a system of Inspection?

### Parents of Boy Crushed to Death Paid £33,000 Compensation

Daily Mail 29 July 2000

**Harrogate Council** agreed to an out-of-court settlement with the family of Reuben Powell. Reuben died from head injuries in the incident at Grove Road Cemetery. The youngster often played in the Harrogate cemetery, collecting conkers.

**The council made the payment without admitting liability for the incident.** The sum mainly recognises the trauma suffered by Reuben's mother, who was at the scene and saw her son's injuries when the memorial stone was lifted off him.

A council spokeswoman said: "**Harrogate Borough Council is pleased that an agreement has been reached**".

The council sincerely hopes that with the conclusion of legal proceedings Mr and Mrs Powell will now be able to move gently forward with the rest of their lives."

**The tragedy prompted the council to inspect 16,000 gravestones, and 6,000 memorials were laid flat after being found to be unstable.**

## Why does the Council need a system of Inspection?

### Mother Discovered 8 Year Old Son Dying Beneath A Gravestone

Daily Mirror 7 NOV 2016



Ciaran Williamson died after a tombstone fell on top of him in Craigton Cemetery, Glasgow.

A heartbroken mother found her son dying in a graveyard, lying in a pool of blood.

His mother Stephanie Griffin, 25, wept as she told an inquiry how eight year old Ciaran Williamson was discovered crushed underneath a heavy tombstone.

He had been allowed to play out for just 10 minutes when the fatal accident happened on May 26 last year.

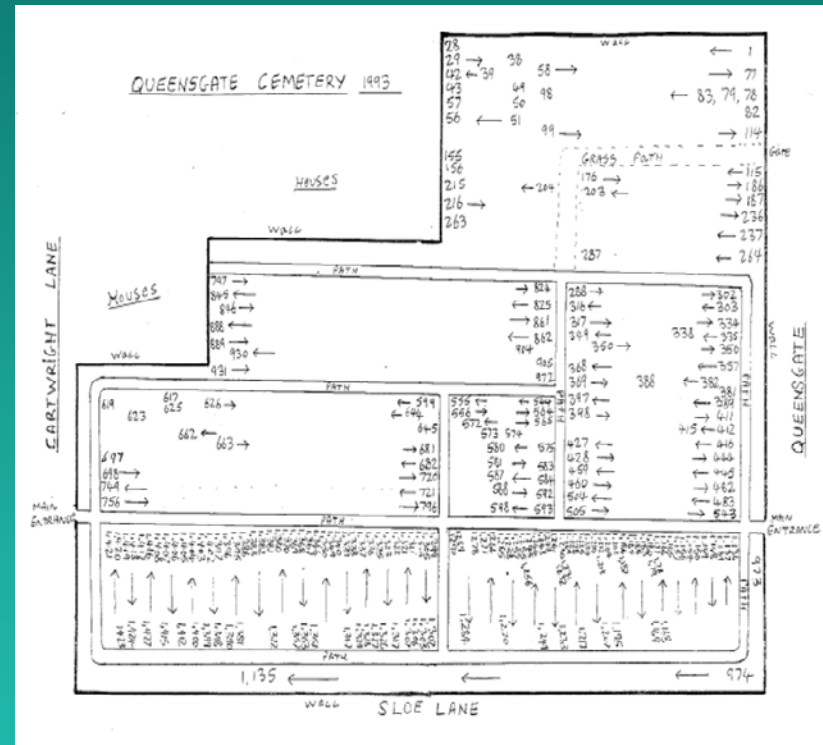
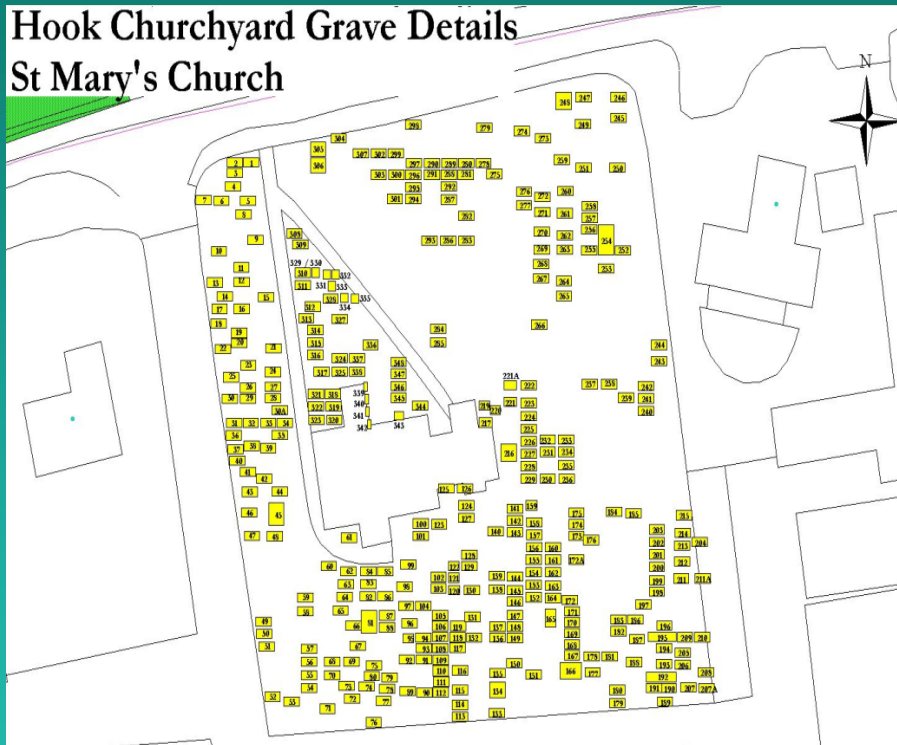
Miss Griffin gave evidence at Glasgow Sheriff Court at an **inquiry to establish if there were any reasonable precautions that could have prevented the tragedy**. It is also to establish if there were **any defects in the system of work** which caused or contributed to Ciaran's death.

Miss Griffin said, when told of the accident, she ran to see what was wrong and came to a **hole in the wall at the nearby cemetery**. She said she wasn't aware of a hole in the wall of the cemetery until after the incident but has since learned **nearby residents reported it as far back as eight years ago**.

The inquiry before sheriff Linda Ruxton continues.

# Inspection Reports (Pre 2013)

**Hook Churchyard Grave Details**  
**St Mary's Church**



# Inspection Reports (Pre 2013)

St Andrews Fasten on The Walls Inspection 2012

Headstone Section	ROW	Est Grave Number	First Name on stone	Date of Death	Memorial Type	Result of Test Scale 1-6	Primary Action Taken	Comments
		35	Florence Bell	1970	H.S	√	N/A	
		36	Ernest Dawson	1987	H.S	√	N/A	
		43	Laura Steinkov	1991	H.S	√	N/A	
		44	Ada Johnson	1988	H.S	√	N/A	
		45	Ada Graham	1971	H.S	√	N/A	Stacked by J.S
		46	Johnson	1888	H.S			Too tall
		47	Dickson	1888	H.S			Loose
		48	Banks	1966	H.S			Too tall
		49	John Strong	1980	H.S	√	N/A	
		50	Arthur Roundang	1987	H.S	√	N/A	Loose and stacked by us
		51	Bernard Tyler	1999	H.S	√	N/A	
		53	Arthur Roundang	1987	H.S	√	N/A	Loose and stacked by us
		54	Charles Waines	1991	Plaque	√	N/A	
		55	Hercule Graham	1977	H.S	√	N/A	
		56	Wallace Wilson	1993	H.S	√		
		57	Margaret Tyler	2007	H.S	√		
		58	Leving Memory		Vase	√	N/A	
		59	Alice Howland	1999	H.S	√		

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ID	NAME	YEAR	LOCATION	DESCRIPTION	STAKED	GRAVE
1029	Dove	1855	Middleton		No	1
1030	Hanc	0	Middleton		No	2
1059	Railton	1842	Middleton		No	31
1060	Wilson	1852	Middleton		To Do	32
1061	Illegible	0	Middleton		No	33
1074	Foley	1844	Middleton		No	46
1075	Waverely	1860	Middleton		To Do	47
1081	Witty	0	Middleton		To Do	53
1082	Illegible	0	Middleton		No	54
1083	Latherington	1851	Middleton		To Do	55
1102	Tomb	1802	Middleton		No	74
1103	Cross	1874	Middleton		To Do	75
1104	Blanchard	1904	Middleton		To Do	76
1105	Illegible	0	Middleton		No	77
1106	Wilson	1869	Middleton		No	78
1107	Wilson	1874	Middleton		No	79
1108	Wilson	1891	Middleton		To Do	80
1109	Illegible	0	Middleton		No	81
1110	Welburn	1883	Middleton		No	82
1111	Newlove	1899	Middleton		No	83
1112	Newlove	1888	Middleton		No	84

Section	Row	Grave No.	Name	Date	Material	Condition	Notes
3402000	00	000	000	000	000	000	000
3402000	01	001	001	001	001	001	001
3402000	02	002	002	002	002	002	002
3402000	03	003	003	003	003	003	003
3402000	04	004	004	004	004	004	004
3402000	05	005	005	005	005	005	005
3402000	06	006	006	006	006	006	006
3402000	07	007	007	007	007	007	007
3402000	08	008	008	008	008	008	008
3402000	09	009	009	009	009	009	009
3402000	10	010	010	010	010	010	010
3402000	11	011	011	011	011	011	011
3402000	12	012	012	012	012	012	012
3402000	13	013	013	013	013	013	013
3402000	14	014	014	014	014	014	014
3402000	15	015	015	015	015	015	015
3402000	16	016	016	016	016	016	016
3402000	17	017	017	017	017	017	017
3402000	18	018	018	018	018	018	018
3402000	19	019	019	019	019	019	019
3402000	20	020	020	020	020	020	020
3402000	21	021	021	021	021	021	021
3402000	22	022	022	022	022	022	022
3402000	23	023	023	023	023	023	023
3402000	24	024	024	024	024	024	024
3402000	25	025	025	025	025	025	025
3402000	26	026	026	026	026	026	026
3402000	27	027	027	027	027	027	027
3402000	28	028	028	028	028	028	028
3402000	29	029	029	029	029	029	029
3402000	30	030	030	030	030	030	030
3402000	31	031	031	031	031	031	031
3402000	32	032	032	032	032	032	032
3402000	33	033	033	033	033	033	033
3402000	34	034	034	034	034	034	034
3402000	35	035	035	035	035	035	035
3402000	36	036	036	036	036	036	036
3402000	37	037	037	037	037	037	037
3402000	38	038	038	038	038	038	038
3402000	39	039	039	039	039	039	039
3402000	40	040	040	040	040	040	040
3402000	41	041	041	041	041	041	041
3402000	42	042	042	042	042	042	042
3402000	43	043	043	043	043	043	043
3402000	44	044	044	044	044	044	044
3402000	45	045	045	045	045	045	045
3402000	46	046	046	046	046	046	046
3402000	47	047	047	047	047	047	047
3402000	48	048	048	048	048	048	048
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3402000	51	051	051	051	051	051	051
3402000	52	052	052	052	052	052	052
3402000	53	053	053	053	053	053	053
3402000	54	054	054	054	054	054	054
3402000	55	055	055	055	055	055	055
3402000	56	056	056	056	056	056	056
3402000	57	057	057	057	057	057	057
3402000	58	058	058	058	058	058	058
3402000	59	059	059	059	059	059	059
3402000	60	060	060	060	060	060	060
3402000	61	061	061	061	061	061	061
3402000	62	062	062	062	062	062	062
3402000	63	063	063	063	063	063	063
3402000	64	064	064	064	064	064	064
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3402000	66	066	066	066	066	066	066
3402000	67	067	067	067	067	067	067
3402000	68	068	068	068	068	068	068
3402000	69	069	069	069	069	069	069
3402000	70	070	070	070	070	070	070
3402000	71	071	071	071	071	071	071
3402000	72	072	072	072	072	072	072
3402000	73	073	073	073	073	073	073
3402000	74	074	074	074	074	074	074
3402000	75	075	075	075	075	075	075
3402000	76	076	076	076	076	076	076
3402000	77	077	077	077	077	077	077
3402000	78	078	078	078	078	078	078
3402000	79	079	079	079	079	079	079
3402000	80	080	080	080	080	080	080
3402000	81	081	081	081	081	081	081
3402000	82	082	082	082	082	082	082
3402000	83	083	083	083	083	083	083
3402000	84	084	084	084	084	084	084
3402000	85	085	085	085	085	085	085
3402000	86	086	086	086	086	086	086
3402000	87	087	087	087	087	087	087
3402000	88	088	088	088	088	088	088
3402000	89	089	089	089	089	089	089
3402000	90	090	090	090	090	090	090
3402000	91	091	091	091	091	091	091
3402000	92	092	092	092	092	092	092
3402000	93	093	093	093	093	093	093
3402000	94	094	094	094	094	094	094
3402000	95	095	095	095	095	095	095
3402000	96	096	096	096	096	096	096
3402000	97	097	097	097	097	097	097
3402000	98	098	098	098	098	098	098
3402000	99	099	099	099	099	099	099
3402000	100	100	100	100	100	100	100

North Dalton Cemetery Staked Headstones

No.	Name	Tie	Stake	Stability	Earth Anchor	Date Inspected	Re-inspect	Notes	Comments	Report No
7	David Stonehouse 1900	Repaired	Repaired	Repaired		31-Jan-06	01-Mar-06		Repaired	March-06
8	Margaret Ann Wilson 1886	Repaired	Repaired	Repaired		31-Jan-06	01-Mar-06		Repaired	March-06
10	Jane Hannah Hoggard 1912	Repaired	Repaired	Repaired		31-Jan-06	01-Mar-06		Repaired	March-06
12	Jane Jackson 1886	Repaired	Repaired	Repaired		31-Jan-06	01-Mar-06		Repaired	March-06
22	Thomas Hardy 1885	Repaired	Repaired	Repaired		31-Jan-06	01-Mar-06		Repaired	March-06
23	Richard Barr 1883	Repaired	Repaired	Repaired		31-Jan-06	01-Mar-06		Repaired	March-06
24	Henry Waller 1882	Repaired	Repaired	Repaired		31-Jan-06	01-Mar-06		Repaired	March-06
35	Edward Bottenll 1904	Repaired	Repaired	Repaired		31-Jan-06	01-Mar-06		Repaired	March-06
43	George Hatfield 1854	Repaired	Repaired	Repaired		31-Jan-06	01-Mar-06		Repaired	March-06
48	James Sreed 1916	Repaired	Repaired	Repaired		31-Jan-06	01-Mar-06		Repaired	March-06
59	James Ruston Raines 1831	Repaired	Repaired	Repaired		31-Jan-06	01-Mar-06		Repaired	March-06
70	John Wressell 1823	Repaired	Repaired	Repaired		31-Jan-06	01-Mar-06		Repaired	March-06
89	George Cole 1864	Repaired	Repaired	Repaired		31-Jan-06	01-Mar-06		Repaired	March-06
91	David Wharham 1878	Repaired	Repaired	Repaired		31-Jan-06	01-Mar-06		Repaired	March-06
99	George Barrett 1888	Repaired	Repaired	Repaired		31-Jan-06	01-Mar-06		Repaired	March-06
104	Emma Miler 1891	Repaired	Repaired	Repaired		31-Jan-06	01-Mar-06		Repaired	March-06
	Thomas Newlove 1910	Repaired	Repaired	Repaired		31-Jan-06	01-Mar-06		Repaired	March-06

## Inspection Reports (Pre 2013)

Cemetery	XP	P1	P2	P3	
ANLABY	115	84	64	102	365
St Peters Burton Pidsea	3	7	3	2	15
St Nicholas Church Beverley	3	1	0	0	4
St Andrews Church Kirk Ella	3	3	0	0	6
St Peters Church Anlaby	2	2	0	1	5
Applegarth Bridlington	0	0	0	0	0
Baylegate Bridlington	0	0	0	0	0
St Faiths Church Leven	0	0	0	0	0
Beverley Minster	0	0	0	0	0
St Marys Church Beverley	0	0	0	0	0
St Marys Church Cottingham	11	2	0	0	13
All Saints Church Hessle	0	0	0	0	0
St Michaels Church Skidby	0	0	0	0	0
St Helens Church Welton	0	0	0	0	0
TOTALS	137	99	67	105	408

Large amount of the headstones in category's xp/p1 could be fixed by lowering them further into the ground and level the ground around the monument.

By carrying out this work it would be possible to remove several problems at the same time  
 i.e Making memorials safer, removing trip hazards, enabling the maintenance to be carried out easier and quicker thus saving money and reducing repair costs to machinery

### List of Damaged Headstones in St Andrews Churchyard Kirkella.

1. Plot 55. Catherine Haslam. Cross/Kerb. 1870
2. Plot 130. Harriot Parker. Cross/Kerb. 1907
3. Plot 146. Ellen Turner. Cross. 1874
4. Plot 206. John Clark. Headstone/Kerb. 1871
5. Plot 244. Susanna Soule. Headstone. No Date.
6. Plot 246. Mary. Headstone. 1881

### St. Peters. Burton Pidsea. Category XP repair list January 2006 E.R.Y.C.

Listed below are Headstones or Vaults which have been categorised XP by the E.R.Y.C. Headstone Inspection Officers. These headstones are therefore in need of some works to correct them and return them to a safe condition.

COMPARTMENT 1. PLOT 49. MARK LAWSON. 1936

COMPARTMENT 2. PLOT 65. 1984

COMPARTMENT 3. PLOT 50. FRED HODGSON. 1994

# Inspection 2012



## Inspection 2012



**“Headstone safety checks at Bridlington Cemetery branded legal vandalism”**

## 5 Year Inspection Schedule 2013/2017

- Training
- Planning
- Recording (Accurate/Reflective)
- Remedial Action (Repairs)
- Evidence (Audit)
- Senior Management Repots
- Review



## Training

Essential that training is provided for persons responsible for the inspection and making safe programme.

If you are responsible for a burial ground you are also responsible for ensuring work is carried out to a suitable standard.

Evidence of training, public liability insurance, risk assessments and safe methods of working are all essential.

Should any of this be ignored and an accident occurs, it is likely that the authority could be severely criticised and held financially liable in any subsequent investigation.

If contractors are used they should evidence training in the process.

## Training

### Safety Inspection & Assessment of Memorials in Burial Grounds

This course does not qualify you to carry out safety inspections.

Successful completion of a half-day, written and practical assessment following attendance on the course, is required before candidates can be awarded the nationally accredited qualification.



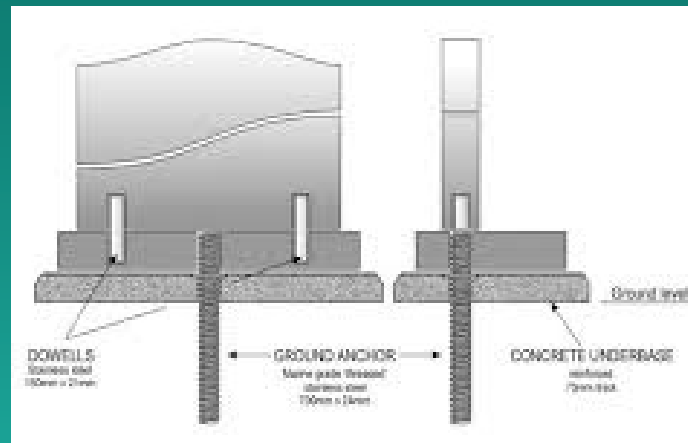
### NAMM City & Guilds NPTC Certificate of Competence for the Safety Inspection & Assessment of Memorials



### City & Guilds NPTC Level 3 Awards in Controlling Risks to Health & Safety in Cemeteries & Crematoria

For those who have responsibility for the ongoing safety of anyone who uses either cemeteries. On successful completion of the qualification candidates will know the difference between hazard and risk, complete task specific risk assessments, control measures, how to inform those who may be affected, instruct others, know sources of guidance.

# Training Inspection/Testing



## Inspection System

A burial authority should carry out regular inspections on their memorials, at least once every 5 years.

Where they identify unsafe memorials through this inspection programme they have a responsibility to ensure such memorials are not a danger to visitors and employees in the burial ground.

Where possible, they should:

Contact the owner and advise them of the problem.

Ask them to make the memorial permanently safe, usually by having it re-fixed.

# Cemetery Inspection Schedule

## Anlaby Cemetery

Year 1	2013	Old Section 2 including Garden of Rest 2
Year 2	2014	Old Section 1 including Garden of Rest 1
Year 3	2015	Compartments 1/2/3/4/5/6/7/8/9/15 and Jewish Section
Year 4	2016	Compartments 10/11/12/13/14/16
Year 5	2017	Compartments 17/18/19/20/21

## Bridlington Cemetery

Year 1	2013	Compartments BDD to BE
Year 2	2014	Compartments BI to BN
Year 3	2015	Compartments C to H
Year 4	2016	Compartments G to R
Year 5	2017	Compartments S to HA

## Cottingham Cemetery

Year 1	2013	Old Cemetery Section
Year 2	2014	Old Cemetery Section
Year 3	2015	Compartments 1/2/3/5/6/7/9/10/15/14 and Garden of Rest 1
Year 4	2016	Compartments 11/12/13/16/17/18/27/28
Year 5	2017	Compartments 19/20/21/22/24/26 and Garden of Rest 2

## Driffield Cemetery

Year 1	2013	Section 1 and 2
Year 2	2014	Section 3 and 4
Year 3	2015	Compartments 5 to 8
Year 4	2016	Compartments 9 to 10 and War Graves
Year 5	2017	Compartments 11 to 14 and Garden of Rest

## Hessle Cemetery

Year 1	2013	Compartments 1 to 17
Year 2	2014	Compartments 18 to 47
Year 3	2015	Compartments 48 to 60
Year 4	2016	Compartments 61 to 83
Year 5	2017	Compartments 84 to 91 including Garden of Rest 1/2

## Queensgate Cemetery

Year 1	2013	Compartments 7 to 37/12 to 155 and Garden of Rest
Year 2	2014	Compartments 3 to 32/46 to 89
Year 3	2015	Compartments 42 to 84/ Garden of Rest/Baby Section
Year 4	2016	Compartments 94 to 136/146 to 178
Year 5	2017	Compartments 17/18/19/20/21



# Cemetery Inspection Schedule

## Anlaby Cemetery

Year 1	2013	Old Section 2 including Garden of Rest 2
Year 2	2014	Old Section 1 including Garden of Rest 1
Year 3	2015	Compartments 1/2/3/4/5/6/7/8/9/15 and Jewish Section
Year 4	2016	Compartments 10/11/12/13/14/16
Year 5	2017	Compartments 17/18/19/20/21

## Bridlington Cemetery

Year 1	2013	Compartments BDD to BE
Year 2	2014	Compartments BI to BJ
Year 3	2015	Compartments C to H
Year 4	2016	Compartments G to R
Year 5	2017	Compartments S to HA

## Cottingham Cemetery

Year 1	2013	Old Cemetery Section
Year 2	2014	Old Cemetery Section
Year 3	2015	Compartments 1/2/3/5/6/7/9/10/15/14 and Garden of Rest 1
Year 4	2016	Compartments 11/12/13/16/17/18/27/28
Year 5	2017	Compartments 19/20/21/22/24/26 and Garden of Rest 2

## Driffield Cemetery

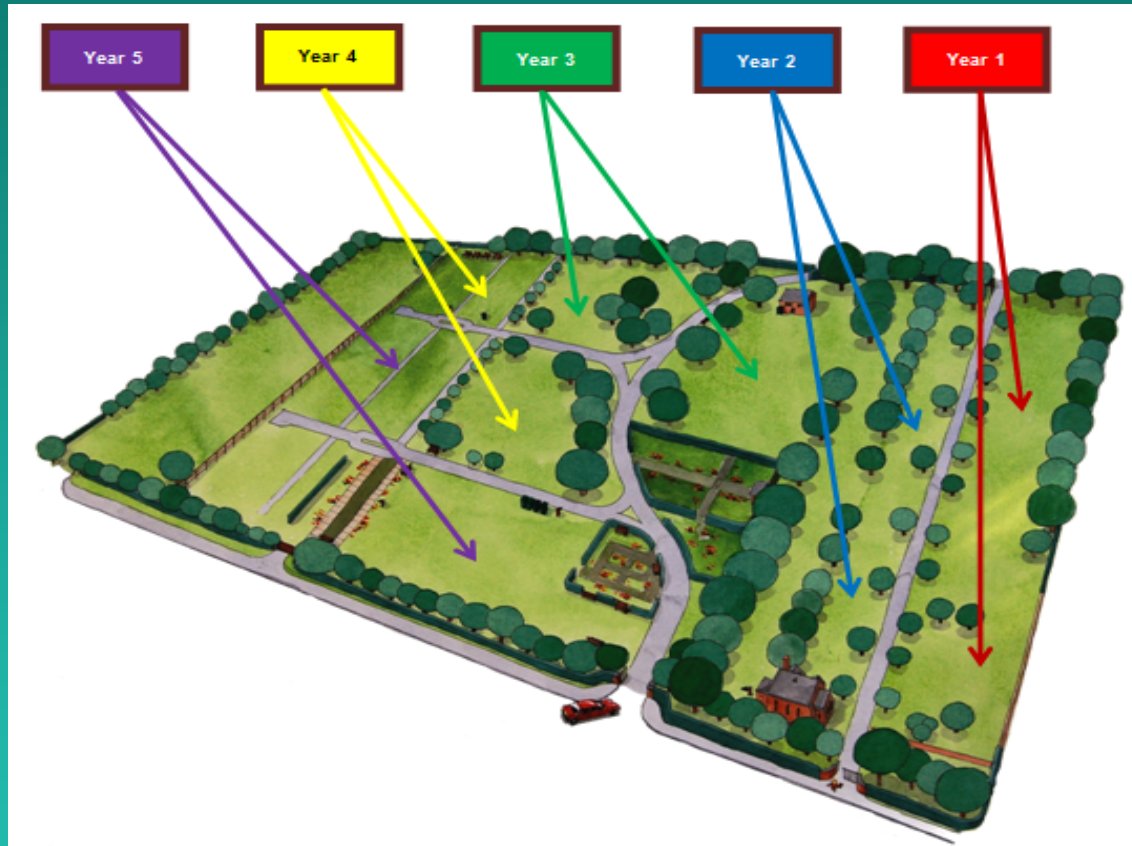
Year 1	2013	Section 1 and 2
Year 2	2014	Section 3 and 4
Year 3	2015	Compartments 5 to 8
Year 4	2016	Compartments 9 to 10 and War Graves
Year 5	2017	Compartments 11 to 14 and Garden of Rest

## Hessle Cemetery

Year 1	2013	Compartments 1 to 17
Year 2	2014	Compartments 18 to 47
Year 3	2015	Compartments 48 to 60
Year 4	2016	Compartments 61 to 83
Year 5	2017	Compartments 84 to 91 including Garden of Rest 1/1a

## Queensgate Cemetery

Year 1	2013	Compartments 7 to 37/12 to 155 and Garden of Rest
Year 2	2014	Compartments 3 to 32/46 to 89
Year 3	2015	Compartments 42 to 84/ Garden of Rest/Baby Section
Year 4	2016	Compartments 94 to 136/146 to 178
Year 5	2017	Compartments 17/18/19/20/21



# Churchyard Inspection Schedule

	Location	Churchyard
1	Anlaby	St. Peters
2	Bainton	St. Andrews
3	Barmby-on-the-Marsh	St Helens
4	Beverley	Coronation Gardens
5	Beverley	St. Martins/St. Johns
6	Beverley	St. Marys (Hengate)
7	Beverley	St. Nicholas
8	Beverley	Minister
9	Bridlington	Applegarth
10	Bridlington	Baylegate
11	Burton Pidsea	St. Peters/St. Pauls
12	Cottingham	St. Marys
13	Foston on the Wolds	St. Andrews
14	Hessle	All Saints
15	Hook	St. Marys
16	Kirkella	St. Andrews
17	Langtoft	St. Peters
18	Leven	St. Faiths
19	Middleton on the Wolds	St. Andrews
20	Molescroft	St. Marys
21	North Dalton	All Saints
22	Paull	St. Andrews
23	Stamford Bridge	John the Baptist
24	Skidby	St. Michaels
25	Snaith	St. Lawrences
26	Welton	St. Helens
27	Woodmansey	St. Peters
28	Wetwang	St. Nicholas
29	Withernsea	St. Nicholas

# Churchyard Inspection Schedule

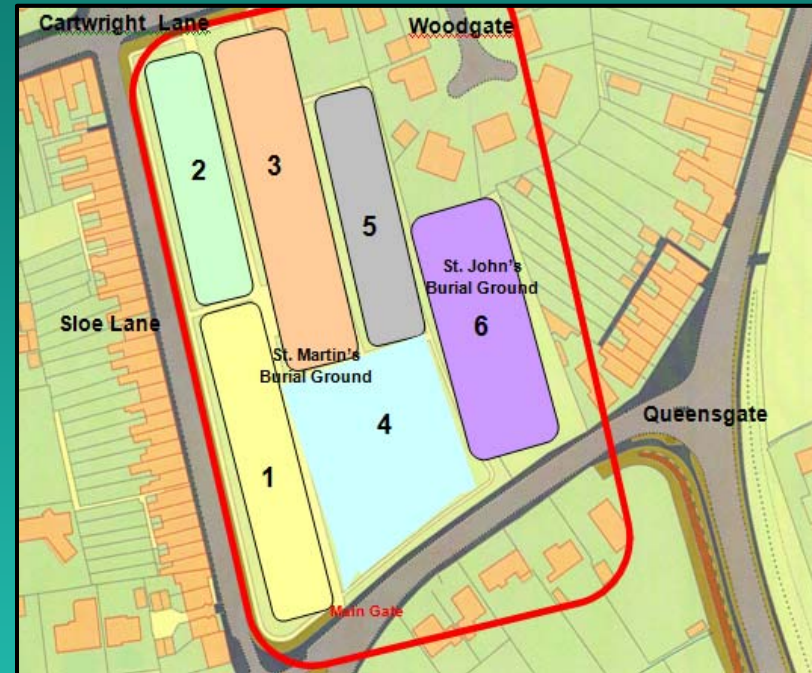
	Location	Churchyard	H/Stones
1	Anlaby	St. Peters	151
2	Bainton	St. Andrews	140
3	Barmby-on-the-Marsh	St Helens	199
4	Beverley	Coronation Gardens	291
5	Beverley	St. Martins/St. Johns	1428
6	Beverley	St. Marys (Hengate)	8
7	Beverley	St. Nicholas	101
8	Beverley	Minister	327
9	Bridlington	Applegarth	4
10	Bridlington	Baylegate	33
11	Burton Pidsea	St. Peters/St. Pauls	211
12	Cottingham	St. Marys	521
13	Foston on the Wolds	St. Andrews	128
14	Hessle	All Saints	10
15	Hook	St. Marys	288
16	Kirkella	St. Andrews	232
17	Langtoft	St. Peters	350
18	Leven	St. Faiths	88
19	Middleton on the Wolds	St. Andrews	135
20	Molescroft	St. Marys	3000
21	North Dalton	All Saints	69
22	Paull	St. Andrews	417
23	Stamford Bridge	John the Baptist	243
24	Skidby	St. Michaels	124
25	Snaith	St. Lawrences	285
26	Welton	St. Helens	46
27	Woodmansey	St. Peters	30
28	Wetwang	St. Nicholas	294
29	Withernsea	St. Nicholas	450
			<b>9603</b>



# Churchyard Inspection Schedule

	Location	Churchyard	H/Stones	2013	2014	2015	2016	2017
1	Anlaby	St. Peters	151			151		
2	Bainton	St. Andrews	140		140			
3	Barmby-on-the-Marsh	St Helens	199	199				
4	Beverley	Coronation Gardens	291	291				
5	Beverley	St. Martins/St. Johns	1428	1428				
6	Beverley	St. Marys (Hengate)	8	8				
7	Beverley	St. Nicholas	101			101		
8	Beverley	Minister	327			327		
9	Bridlington	Applegarth	4	4				
10	Bridlington	Baylegate	33	33				
11	Burton Pidsea	St. Peters/St. Pauls	211			211		
12	Cottingham	St. Marys	521				521	
13	Foston on the Wolds	St. Andrews	128		128			
14	Hessle	All Saints	10		10			
15	Hook	St. Marys	288				288	
16	Kirkella	St. Andrews	232		232			
17	Langtoft	St. Peters	350		350			
18	Leven	St. Faiths	88			88		
19	Middleton on the Wolds	St. Andrews	135		135			
20	Molescroft	St. Marys	3000					3000
21	North Dalton	All Saints	69			69		
22	Paull	St. Andrews	417				417	
23	Stamford Bridge	John the Baptist	243	243				
24	Skidby	St. Michaels	124	124				
25	Snaith	St. Lawrences	285			285		
26	Welton	St. Helens	46			46		
27	Woodmansey	St. Peters	30		30			
28	Wetwang	St. Nicholas	294		294			
29	Withernsea	St. Nicholas	450		450			450
			<b>9603</b>	<b>2330</b>	<b>1319</b>	<b>1278</b>	<b>1226</b>	<b>3450</b>
							<i>total</i>	<b>9603</b>

# Churchyard Inspection Schedule



## Inspection Recording

The initial inspection to identify the immediate dangers to the public does not exempt the authority from maintaining a record of every memorial inspected.

All headstones/memorials including laid and unintelligible to be recorded

Safety Failures fully recorded and photographed

## Inspection Recording

It is important that records are accurate and descriptive.

- Date of Inspection
- Cemetery/Churchyard Location
- Section and Grave Number (where possible)
- Memorial Type
- Current state
- Year of first burial
- Full name of first burial
- Pass or Fail (Visual & Hand test)
- Remedial Action (Lay/Stake/Cordon)
- Angle of Lean
- Other relevant Information

# Inspection Record

Headstone Inspection Report											
North Dalton - All Saints											
Component Area	Case No	Monument Type (Headstone/Memorial/Grave)	Current Status (Erect/Laid/Staked)	Year First Burial	First Burial (Surname)	First Burial (Forename)	(P/F)	Rebuild Action (Erect/Re-laid/Gravel)	Lean *	Other Relevant Information	Test Date
Front Left	1	Headstone L	Erect	Illegible	Illegible	Illegible	P		5°	Lean/Safe/Flaking	30/04/2015
Front Left	2	Kerb/Headstone S	Erect	1913	Wright	William	P				30/04/2015
Front Left	3	Slab/Headstone	Laid	Illegible	Illegible	Illegible	P			Headstone Laid	30/04/2015
Front Left	4	Headstone L	Erect	Illegible	Illegible	Illegible	P		2°	Lean/Safe/Flaking	30/04/2015
Front Left	5	Headstone L	Erect	1855	Wharram	William	P		3°	Lean/Safe	30/04/2015
Front Left	6	Headstone L	Erect	Illegible	Cole	George	P				30/04/2015
Front Left	7	Headstone S	Laid	Illegible	Illegible	Illegible	P			Headstone Laid	30/04/2015
Front Left	8	Headstone L	Erect	1874	Scott	John	P			Lean/Safe	30/04/2015
Front Left	9	Headstone	Erect	1908	Wharram	David	P				30/04/2015
Front Left	10	Headstone L	Erect	1895	Mason	Aaron	P		4°	Lean/Safe	30/04/2015
Front Left	11	Headstone	Erect	1891	Milner	Emma	P				30/04/2015
Front Left	12	Headstone L	Staked	1885	Lyon	Thomas	F				30/04/2015
Front Left	13	Headstone L	Erect	1862	Woodill	Samuel	P		2°	Lean/Safe	30/04/2015
Front Left	14	Headstone L	Erect	1895	Wilson	Thomas	P				30/04/2015
Front Left	15	Headstone L	Erect	1888	Barnet	George	P				30/04/2015
Front Right	1	Headstone L	Erect	1921	Wilson	Marmaduke	P				30/04/2015
Front Left	2	Headstone L	Erect	1912	Waller	Robert	P		5°	Lean/Safe	30/04/2015
Front Left	3	Headstone L	Erect	1910	Yallop	George	P				30/04/2015
Front Left	4	Headstone L	Erect	1896	Binnington	Robert	P		2°	Lean/Safe/Flaking	30/04/2015
Front Left	5	Cross	Erect	Illegible	Illegible	Illegible	P				30/04/2015
Front Left	6	Headstone L	Erect	1900	Stonehouse	John	P				30/04/2015
Front Left	7	Headstone L	Erect	1886	Wilson	John Thomas	P			Flaking	30/04/2015
Front Left	8	Headstone L	Erect	1878	Ranson	Eliza	P				30/04/2015
Front Left	9	Headstone L	Erect	1898	Fleetham	Thomas	P				30/04/2015
Front Left	10	Headstone L	Erect	1912	Hodgard	Jane Hannah	P				30/04/2015
Front Left	11	Headstone L	Erect	1918	Cross	Annie	P				30/04/2015

* The term "ERECT" when applied to a kerbside implies stability and in a safe state	Inspected by	CTO
** Lean over 10° to be monitored on an annual basis or until risk is eradicated	Headstones/Memorials Tested	321
	Headstones/Memorials Laid (Safe)	2
	Headstones/Memorials Failed	1

A digital image/Photograph should be taken of all Category 3 memorials (high risk) which require a structural survey by a stonemason.

## Inspection Process

### 1. Pre Inspection

- Identify Cemetery or Churchyard to be Surveyed
- Notify Ward Councillors/Parish Council/Church Council
- Display Notice of Intent

### 2. Safety Inspection

- Record of Inspection
- Photograph Unsafe Headstones
- Make unsafe Headstones safe

### 3. Post Inspection (Safety Failures)

- Trace Owners
- Contact (Letter/telephone) owners
- Remind Owners of Obligation

## Headstone Repairs

### 1. Owner Responds and Agrees to Repair

- Advise on N.A.M.M. registered Stone Masons
- Physically Check Headstone after Repair
- Note Repair on Inspection Record

### 2. Owner Responds and Refuses to Repair

- Seek Legal Advice on Re-Charge
- Repair and Accept Cost
- Stake or Lay Headstone

### 3. Owner Cannot be Traced

- Identify Costs
- Accept Cost and Repair
- Stake or Lay Headstone

## Local Authorities Cemetery Order 1977

### Regulation 3 (General Power of Management)

*“such things as they consider necessary or desirable for the proper management, regulation and control of a cemetery”*

*“action which is necessary to remove a danger which arises by reason of the condition of the vault, tombstone or other memorial”*



# Churchyard Inspection Analyses

Location	Churchyard	Safety			Inspected		5 Year Schedule (2013/2017)					General		
		H/Stones	Laid	Fail	Scheduled	Inspected	2013	2014	2015	2016	2017	Diocese	Acquired	Area (Acres)
1 Anlaby	St. Peters	151	25	0	2015	7/15			151			York		2382.25
2 Bainton	St. Andrews	140	10	0	2014	8/14		140			York		2310.9	
3 Barmby-on-the-Marsh	St Helens	199	9	0	2013	5/13	199				York		2421.49	
4 Beverley	Coronation Gardens	291	3	0	2013	6/13	291				York		2145.00	
5 Beverley	St. Martins/St. Johns	1428	80	0	2013	7/13	1428				York		2145.85	
6 Beverley	St. Marys (Hengate)	8	0	0	2013	7/13	8				York		10653.28	
7 Beverley	St. Nicholas	101	13	0	2015	5/15			101		York		1401.89	
8 Beverley	Minister	327	320	0	2015	4/15			327		York		4563.97	
9 Bridlington	Applegarth	4	0	0	2013	7/13	4				York		64.18	
10 Bridlington	Baylegate	33	11	0	2013	5/13	33				York		370.68	
11 Burton Pidsea	St. Peters/St. Pauls	211	9	0	2015	5/15			211		York	06/05/2003	1253.63	
12 Cottingham	St. Marys	521	21	0	2016	6/16				521	York		6127.71	
13 Foston on the Wolds	St. Andrews	128	1	0	2014	5/14		128			York		1709.19	
14 Hessle	All Saints	10	1	0	2014	6/14		10			York		1774.94	
15 Hook	St. Marys	288	32	0	2016	4/16				288	Sheffield	01/03/2003	3374.52	
16 Kirkella	St. Andrews	232	33	0	2014	7/14		232			York		4561.66	
17 Langtoft	St. Peters	350	21	0	2014	4/14		350			York		8707.48	
18 Leven	St. Faiths	88	25	0	2015	6/15			88		York		2153.39	
19 Middleton on the Wolds	St. Andrews	135	0	0	2014	6/14		135			York		2941.21	
20 Molescroft	St. Marys	3000			2017					3000	York		15563.63	
21 North Dalton	All Saints	69	3	0	2015	4/15			69		York		3558.71	
22 Paull	St. Andrews	417	21	0	2016	5/16				417	York	01/04/2011	3194.27	
23 Stamford Bridge	John the Baptist	243	10	0	2013	11/13	243				York	09/07/2013	2694.00	
24 Skidby	St. Michaels	124	14	0	2013	5/13	124				York		1664.82	
25 Snaith	St. Lawrences	285	30	0	2015	7/15			285		Sheffield	01/04/2002	6031.62	
26 Welton	St. Helens	46	7	0	2015	6/15			46		York		2386.01	
27 Woodmansey	St. Peters	30	0	0	2014	2/14		30			York	01/09/2003	812.68	
28 Wetwang	St. Nicholas	294	3	0	2014	5/14		294			York		4328.41	
29 Withernsea	St. Nicholas	450			2014			450		450	York			
		<b>9603</b>	<b>702</b>	<b>0</b>			<b>2330</b>	<b>1319</b>	<b>1278</b>	<b>1226</b>	<b>3450</b>			
		<i>Failure ratio</i>		<b>0.00%</b>								<i>total</i>	<b>9603</b>	



## 5 Year Scheduled Inspection Records

