



Woodman Road Cemetery
London Road Cemetery
Management Plans
2016 - 2021

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Introduction

About these Plans

These plans have been produced to provide strategic direction for the management of Woodman Road Cemetery and London Road Cemetery. The plans cover the period 2016 – 2021.

Brentwood Borough Council is a burial authority under the Local Government Act 1972 and as such is legally obliged to maintain its cemeteries ‘in good order and repair’. There is no statutory duty on local burial authorities to provide new burial space. However, a 2001 government report¹ recommends that local authorities ensure access to choice, including that of burial rather than cremation. Brentwood Borough Council continues to provide this valuable service, primarily for residents of Brentwood Borough.

This report first sets out elements which need to be considered in the delivery of a sustainable cemeteries service to serve the current and future needs of Brentwood residents.

The format of these plans then follows those of the other management plans for the urban parks through outlining ‘strategic objectives for quality spaces’, which also apply to the cemetery sites. However, whilst no doubt these are also publicly accessible urban greenspaces, cemeteries provide a different function and therefore an adjustment of management approaches has been required.

The assessment of Brentwood Borough Council’s cemeteries has proved to be a useful process in applying a systematic approach to identify key areas which are in need of improvement. This management plan is set against the backdrop of constraints in funding. However, despite these funding pressures, there remains a need for the council to provide a quality, respectful service for bereaved residents of the Borough.

The report details the capital and maintenance inputs required over the short to medium term in order to provide quality spaces for burial, the interment of cremated remains and, importantly, for bereaved people using and visiting the cemeteries.

¹ Select Committee on Environment, Transport and Regional Affairs, 8th Report, 2001.

IN LOVING MEMORY OF
A DEAR SON AND BROTHER
PETER CURNICK
KILLED ON 12. NOV. 1957.
AGED 24 YEARS.

LOVED AND MOURNED
BY ALL WHO KNEW HIM.

**FLORENCE LOUISA
CURNICK**
1901 - 1974

LOVING WIFE OF
FREDERICK CHARLES
TOGETHER AGAIN.

FINEST LADY
AND A DEVOTED MOTHER
YOUR LOVE IS WITH US ALWAYS
THANKS MUM.

IN LOVING MEMORY OF
MY DEAR HUSBAND
AND A DEVOTED FATHER
**FREDERICK CHARLES
CURNICK.**

DIED 7th NOVEMBER 1972.
AGED 67 YEARS.

THE PAIN YOU HAVE SUFFERED
HAS COME TO AN END
REST IN PEACE BELOVED.



A Sustainable Cemeteries Service

Demand

There are around 800 deaths in Brentwood local authority area each year.² Annually, approximately 70 burials take place in the council's two cemeteries every year along with the interment of 50 cremated remains. On this basis, burials within Brentwood Borough Council cemeteries only account for 9% of the total deaths in the Borough; but 58% of all the deaths for which the council provides a service. Burials have, since 1960, become less popular, with cremation accounting for nearly three quarters of deaths³ and nationally the rate of burials is around 25%, lower in many urban areas. The burial service as a proportion of all burial and cremation services provided in Brentwood Council cemeteries is therefore higher than the national rate.

Nationally the number of deaths is currently at its lowest level. However, according to the Office for National Statistics, this is expected to rise from around 2016, as those born post World War II reach old age and is expected to stay high due to the increase in population. In Brentwood the population is predicted to grow by approximately 8000 in the next 10 years. This is a population increase of 18% over 20 years compared to an overall increase of 16% rise for all of England. The Objectively Assessed Need (OAN) for housing also states that projections indicate the population aged 65 or over is going to dramatically increase over the period of 2013 to 2033 – a rise of 44.8%. Brentwood therefore has an ageing population, creating more of a need for burial plots and cremated remains plots.

The number of deaths is projected to remain steady in the medium term due to people living longer. However, beyond 20 years there is a predicted 12.5% increase in the death rate for Brentwood.

It can therefore be concluded that there will be a moderate increase in demand for burial space in Brentwood.

Supply

Brentwood's cemeteries cater for different religious beliefs and provide consecrated areas for Church of England burial and for Catholic burials and sections for non-conformist burials. Both cemeteries also contain ashes sections for cremated remains. There are separate consecrated sections but there are no more burial spaces available in these. No specific consecrated section will be created, therefore all plots will be non-conformist.

There are essentially two types of grave; purchased (private) graves for which the exclusive right of burial has been purchased for a fixed period, currently of 100 years. Brentwood Council also provides burial plots (common graves) for Public Health Act funerals. The council

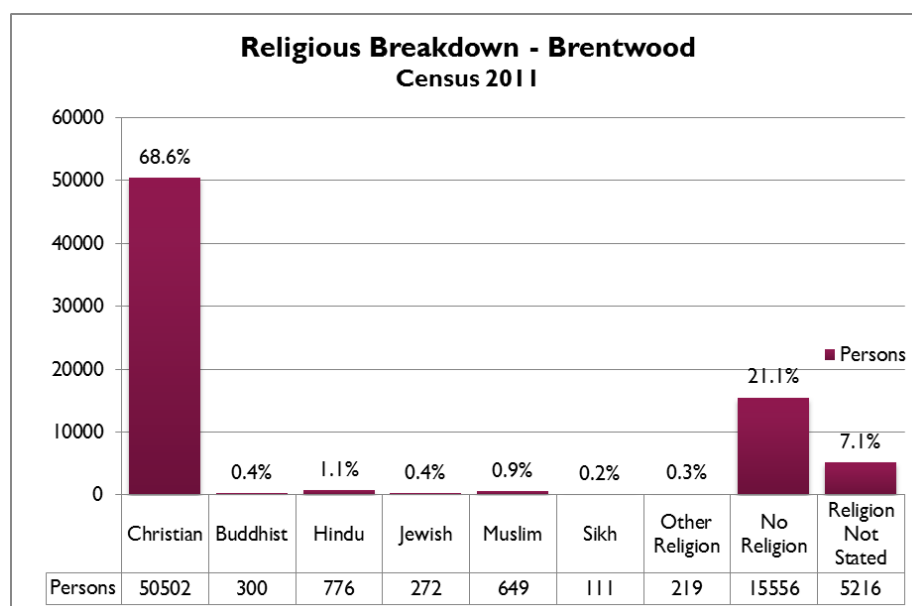
² In 2012 there were 728 deaths; in 2011 there were 679. Source: ONS.

³ The Cremation Society of Great Britain, 2015 figures, cremation 74%.

also currently operates a process whereby up to 3 full burials and 6 sets of ashes can be placed in a full grave and up to 3 sets of ashes in an ashes plot. Most full burial plots are used for 2 burials.

Currently in 2016 there are 6005 burial plots and around 500 ashes plots in Woodman Road Cemetery, most of which are used or pre-purchased. A new section for burials will be opened soon in Woodman Road (T Section). In London Road Cemetery there are currently 6135 burial plots (with demand for more) and 492 ashes plots. Additional beams can be added in the ashes section to provide more cremated remains plots but there are no other sections available to utilise at the moment in London Road for full burial plots. In Woodman Road there are currently 852 burial plots (up to 3 burials per plot) and 480 ashes plots (3 interments per plot) and in London Road 88 ashes plots (3 interments per plot). Planning for future provision therefore needs to take place in the short to medium term before there is no longer capacity in either cemetery for further burials and interments.

The population of Brentwood is less religiously diverse than the rest of either the UK or the east of England region, with 69% stating a Christian faith in the 2011 Census. Only 1% of the population is Hindu and only 1% Muslim, while 21% state they have no religion. Therefore although Brentwood's cemeteries do not make specific provision for these religious groups it does overall provide facilities for the majority of the population. All our new burial plots are now non-conformist and so available to everybody, as we do not disallow specific religions.



Income, Expenditure and the Ability to Maintain Quality

Customers of cemeteries expect them to have high standards of maintenance. Poorly maintained cemeteries and graves can be particularly distressing for the bereaved. The cemeteries service is, therefore, an important frontline service; and one which residents use at a time in their lives when they are often emotional and vulnerable. It is essential that the cemeteries service provides a quality service to support them, both during the time following the death of a relative and also beyond, when they visit the graves and pay their respects. However, poor quality service provision or a badly maintained and untidy cemetery will often be upsetting to users of the cemeteries service. The service should be a supporting friend; helping Brentwood residents in time of need, and definitely not adding to their distress. This unique role needs to be borne in mind in strategic decisions around the deployment of resources and in particular in any decisions to cut funding.

Ideally in any service area income to cover maintenance should balance expenditure. However, national research has shown that this is unlikely to ever be achievable in a cemeteries service.⁴ This has also been the case in Brentwood where income has not fully covered expenditure. Fees simply cannot cover the maintenance of the cemetery in perpetuity as to do so would make fees for the bereaved intolerably high. This is a particular problem when cemeteries reach capacity as the income from burials ceases and maintenance is continued from an ever-decreasing fund which is not replenished. The reality of this situation needs to be recognised and accepted in decision-making on service provision levels in Brentwood Council.

In addition, although maintenance of the grave itself is the responsibility of those associated with the deceased person, and not the local authority, maintenance is not always carried out by relatives. In any case, maintenance input by relatives inevitably diminishes as the time since the death increases.

It should also be noted that the day-to-day costs to the cemeteries services to maintain the cemeteries increases as grave spaces are filled and, therefore, at the same time as income from new burials is decreasing. As grave spaces are filled, maintenance around the spaces becomes more resource-heavy as strimming or mowing by hand is required rather than gang-mowing.

The length of time for the burial rights in Brentwood has increased to the maximum legal time allowed of 100 years (whereas most other Councils grant burial rights for less time, see Table 1). The granting of exclusive burial rights (ERBs) means that no further income will accrue from that burial space within the time frame of the ERB. A lower time frame will allow income generation from renewals when ERB expires (currently ERB's from the 1980's are expiring as they were granted for 30 years at that time). Some ERBs in London Cemetery were granted in perpetuity.

⁴ Select Committee on Environment, Transport and Regional Affairs, 8th Report, 2001.

Table 1: Charges and Length of Exclusive Burial Right - Burial Plots (2015)

Local Authority	Price	No. of years Exclusive Burial Right	Income per year of Exclusive Burial Right
Brentwood Borough Council	£741.00	100	£7.41
Chelmsford	£900.00	50	£18.00
Basildon	£746.45	100	£7.46
Havering	£1,377.00	50	£27.54
Rochford	£733.00	60	£12.22
Southend	£750.00	75	£10.00

In the current financial climate and with increasing pressures on resource, it is important to be realistic around what can be achieved with the resources available. A principle of 'invest to save' needs to be adopted along with realistic capital projections to ensure that infrastructure receives timely investment, rather than being allowed to deteriorate. Capital improvements need to be of sufficient quality to be long-lasting. However, it must be recognised that even with efforts to reduce running costs, current resources are unlikely to be sufficient to sustain the service as it currently stands, with implications for the future quality of the service provided to bereaved people.

Brentwood's Cemeteries Service is delivered in-house, costing £56,970 per year.⁵ With a budget of £95,070 including employee costs, employee costs represent 60% of expenditure.

Current cemetery fees are shown in Table 2.

Table 2: Fees and Charges for Exclusive Rights of Burial (April 2014)

	Resident	Non-Resident
Purchase of a full burial plot - Exclusive Rights of Burial for 100 years	£760	£7600
Extension of Exclusive Rights of Burial for 50 years for a full burial plot	£187	£1870
Purchase of a cremated remains (ashes) plot – Exclusive Rights of Burial for 100 years	£314	£3140
Extension of Exclusive Rights of Burial for 50 years for a cremated remains plot	£94	£940
Transfer of Exclusive Rights of Burial into another person's ownership	£55	£55

Brentwood Borough Council still applies differential charging for residents living within and outside the Borough, making a surcharge for those outside of the Borough (if a person lives in

⁵ Based on 2 staff on a 'C grade'.

the Borough, or lived in the Borough at the time of their death, or has spent at least 75% of their life living in the borough they are considered a resident).

It is not possible to diversify income streams at the cemeteries in the same way that would be possible for other green spaces, for example through events, parking charges or concessions. Therefore the only income source is from interments and purchases of burial spaces. This requires that the cemeteries continue to attract new burials to ensure that maintenance costs are covered, as well as to provide cemetery services to Brentwood residents.

Other Local Facilities

There are also commercially run cemeteries and a crematorium in Brentwood.

The green burial site Herongate Wood⁶ is located on the Billericay Road and is part of the Adam and Greenwood Funeral Home group. Herongate Wood was voted 'Best New Green Burial Site in 2005' by the prestigious Institute of Cemetery and Cremation Management (ICCM) and was National runner-up in 2007. The site offers a peaceful, countryside setting with the convenience to the bereaved family of being linked with a funeral home. There is no out of area surcharge and only single burials are guaranteed. There is a modern Hall of Remembrance and payments are put into a Trust for future maintenance of the site. Fees as at 2014 are shown below.

- Standard Burial Plot £975 (or £1465 for Avenue Burial Plot)
- Single Ashes Burial Plot £345 (or £495 for Avenue)
- Family ashes plot (up to 4 ashes interments) £975

Bentley Crematorium and Cemetery in Pilgrims Hatch was opened in October 2012 and is run by Dignity Plc. A newly built chapel is surrounded by landscaped grounds. The prices are considerably higher than Brentwood Borough Council. The cheapest full burial plot at Bentley is £1350 compared to £760 in the council cemetery; 78% higher. Brentwood is generally an affluent area⁷ and therefore residents may choose to be buried in Bentley Cemetery or Herongate as it may seem more prestigious.

Although in comparison the council cemetery is a cheaper option than both the private service providers, those residents who choose to use the council service, or who cannot afford to pay the higher rates of the private service providers, also deserve to be able to provide a quality and respectful resting place for their relatives and receive high quality and respectful service provision.

⁶ <http://www.green-burial.co.uk/default.asp>

⁷ The ONS (Annual survey of Hours and Earnings 2009-2015) shows that the mean gross annual household income in Brentwood is 25.3% higher the equivalent for Essex and 41.6% above the England figures, showing that Brentwood is an affluent area.



Strategic Objectives for Quality Spaces

Although the primary function of both sites is cemetery provision, other visitors are permitted to enter the sites. The cemeteries are also part of Brentwood's green space resource and visitors should continue to be permitted. In the case of Woodman Road Cemetery, there is a walk way from Woodman Road to Warley County Primary School and Chindits Lane and therefore attracts visitors for this purpose. At present London Road Cemetery does not have a through-route and therefore the only visitors are those visiting memorials.

In order to help assess each cemetery and to organise proposed actions, five management categories have been used:

- A welcoming place
- A safe and secure place
- A clean and well-maintained place
- Sustainability
- Conservation and heritage

Taken together, ensuring attainment against all of these five management categories (at a level appropriate to each individual cemetery) will ensure high quality service delivery to meet the needs of all users to the cemetery.

A Welcoming Place

Objective: That the overall impression of visitors is positive and that the cemetery is inviting.

A welcoming site makes them feel welcome through its appearance, facilities and maintenance. This includes location of paths, provision of information, entrances and signing.

Signing

Signing should have the following features:

- Signs should be easy to read
- Signs should be well-maintained and clear of graffiti
- Ideally should have a coherent design rather than a mixture of styles
- Should serve a purpose – avoid over-signing and remove redundant signing
- Messages should be friendly and welcoming. It is necessary to tell visitors clearly what can and can't be done, but avoid too much signing 'forbidding' activities
- Information provided on opening and closing times
- Information provided on who owns and manages the cemetery
- Up to date contact details, including 'helpline' telephone number, web and email as appropriate

Physical Access

Considering physical access around the site and links to it can greatly improve the experience of visitors. Elements can include:

- Links with public transport
- Safe access from surrounding roads including, for example, pelican crossings
- Links with cycle routes
- Safe and secure car parking with facilities for those with disabilities
- Limited access by vehicles to ensure safety (including maintenance vehicles)
- Attractive entrances, clear sightlines
- Benches and seating around the site, also in quieter areas and overlooking views

Good Design

Good design can make people feel welcome and enjoy the cemetery poor design can dissuade people from staying, visit less often or even compromise safety.

The adoption of a standardised form of design and style, for example in litter bins, benches and other furniture, can help to ensure that all Brentwood Borough Council sites belong to a 'family' and reach an adequate standard. However, individual features of some sites should also be respected in the design, for example heritage or natural features, which may require adjustment of this approach. A design standard is being developed.

A selection of some of the many elements which can be considered in design are:

- Choosing fixtures and furniture which are durable and have a low environmental impact
- Screening working and storage areas
- Creating interest and intimacy with tree planting, but avoiding obscuring sight lines
- Providing footpaths on the routes people wish to use
- Choosing planting which can be maintained within available budgets, so that it remains attractive.

A Safe and Secure Place

Objective: To ensure that the cemeteries are safe and secure places for all visitors to use.

People can be dissuaded from using greenspaces by safety fears. There are also a range of legal requirements which relate to the management of greenspaces, including the Health and Safety at Work Act 1974, which encompasses those affected by what you do as well as those working for the organisation.

Some of the elements which can be considered include:

- Information on who to contact in an emergency on information boards
- Tree planting to provide shade, especially around play areas
- Consideration of sight lines and safe movement around the site
- High design standard for equipment and furniture
- Risk assessments in place for staff and use of facilities
- Encourage visitors to report problems and provide information on how to do this.

Dogs are not permitted in either of the cemeteries.

Brentwood Borough Council, Countryside, Cemeteries and Open Spaces Department already has in place the following policies:

- Risk assessments
- Inspections

A Clean and Well-Maintained Place

Objective: To ensure high standards of maintenance and cleanliness.

A clean and well-maintained cemetery is obviously important for visitors, and reflects well on the Council. A poorly maintained cemetery can lead to misuse and will deter visitors.

The elements to be considered include:

- Well maintained litter bins, thoughtfully positioned to encourage use and regularly emptied
- Regular litter picks
- High standard of horticultural maintenance
- Consideration of ongoing maintenance requirements in the design of beds and planting to ensure that maintenance of a high standard can be implemented
- Furniture and fixings should be maintained and repaired if broken or damaged
- Buildings and structures should be well maintained
- Graffiti, flyposting etc. removed
- Paths and car cemeteries swept and edges maintained
- Regular inspections.

Sustainability

Objective: To ensure that environmentally sound maintenance practices are implemented.

Managing green spaces in an environmentally sound way includes elements such as the choice of materials, use of chemicals, energy conservation and waste recycling.

Brentwood Borough Council, Countryside, Cemeteries and Open Spaces Department will be developing an Environmental Policy. This will include elements such as:

- Limiting use of pesticides and chemicals to that which is essential
- Avoid using peat and tropical hardwoods
- Timber certified by the Forest Stewardship Council
- Use recycled materials where possible
- Reduce waste
- Provide bins to enable visitors to recycle
- Consider the future watering, chemical and replacement input when designing beds and planting
- Reduce pollution, for example through proper handling of fuels and chemicals and reducing nuisance from noise or smoke from bonfires
- Implement water efficiency measures in cemetery maintenance
- Implement energy efficiency measures

Conservation and Heritage

Objective: To increase biodiversity in the cemeteries and to protect, conserve and enhance the heritage components.

As well as often having a rich history themselves, all cemeteries sit within a surrounding landscape which has particular cultural, ecological and landscape features. It is important when considering the design and management of a cemetery to respect and incorporate these elements.

There are many benefits to enhancing biodiversity in cemeteries. Maintenance of biodiversity habitats can be more cost-effective, for example through reducing the frequency of grass cutting. The wildlife which is attracted is not only beneficial in its own right, but will add interest to a cemetery and enable visitors to experience nature. Moreover, local authorities also have a legal duty to have regard to the conservation of biodiversity in their functions through Section 40 of the Natural Environment and Rural Communities Act (2006).

Elements to consider include:

- Improving biodiversity through linking with surrounding habitats, diversifying habitats on site and providing for species (e.g. through bird and bat boxes)
- Create new habitats where appropriate, for example wild flower meadows
- Respecting and considering the historic character in design of the cemetery
- Where cemeteries have specific and, in some cases, protected heritage features, ensure that management plans are in place to conserve these
- Identify, protect and maintain elements of the built environment which are of historical or design importance.

Policy Context

Vision for Brentwood 2016 – 2019 (Corporate Plan) focuses on the council's top priorities and highlights how the challenges facing the Borough will be tackled. There are five priority areas:

- Environment and housing management
- Community and health
- Economic development
- Planning and licensing
- Transformation.

Leisure Strategy (ongoing) – Phase I of the Leisure Strategy (needs assessment) has been produced. Further work is ongoing prior to the future publication of the reporting.

Customer Access Strategy 2015 – 2019 - Brentwood Borough Council's cemeteries service is a customer-facing service. The council has committed itself to modern and effective customer services that meet at least 80% of its customers' needs at the first point of contact, with the aims to improve customer experience and satisfaction.



FLYING OFFICER
J. B. JOSLING, D.F.C.
PILOT
ROYAL AIR FORCE
24TH JULY 1944. AGE 21



TO THE COMMON SWIN,
THE AIR, THE SEAS
AN OPENING TO PARADISE



Vision and Objectives

The vision and objectives apply to the Service as a whole and to both cemeteries.

VISION

A cemeteries service which provide for the needs of the bereaved, providing well-maintained, attractive and respectful cemeteries for all denominations to mourn and remember.

Over-arching objectives for both cemeteries are:

- 1 Provide a range of burial and interment options, providing for both current and future needs of Brentwood's residents
- 2 Provide high quality cemeteries with good standards of maintenance
- 3 Deliver a value-for money service.

Woodman Road Cemetery



Site Description

Site Summary

Description	<ul style="list-style-type: none"> • Approximately 3.6 hectares • 6005 current grave spaces across 16 sections, with 2 sections to yet be used • 852 full burial plots remaining (up to 3 full burials per plot) • 480 ashes plots remaining (3 interments per plot) • Accepts full burials and cremated remains burials • Catholic area in M Section, with 507 grave spaces – all used or pre-purchased • 13 War Graves • Sections for Nuns of the Marillac and Ursuline convents
Rights of Way and Access	<ul style="list-style-type: none"> • There are no public rights of way across the site but access is permitted on a route between Woodman Road and Warley County Primary School/Chindits Lane • There is a one-way traffic system around the site • There are two parking areas to enable visitors to gain access close to the burials
Access Points – Pedestrian and Vehicle	<ul style="list-style-type: none"> • Main pedestrian and vehicle entrance off Woodman Road, TQ 597 924 • Pedestrian access from Warley County Primary School/Chindits Lane, TQ 595 921 • Open between 7am-4.30pm winter and 7.30am-7pm summer or 30 mins before dusk
Bylaws	<ul style="list-style-type: none"> • Cemetery regulations came into effect January 2015 (see Appendix)
Tree Preservation Order	<ul style="list-style-type: none"> • None
Facilities	<ul style="list-style-type: none"> • Small chapel, open during funeral services, if requested. • Toilet facilities near gate house entrance at Woodman Road, open during funeral services, if requested. Not open to the public due to constant vandalism and abuse • Benches • Litter bins • Facilities for tending graves at chapel • Small works area close to chapel.
Non-statutory designations	<ul style="list-style-type: none"> • Green Belt.

Site Assessment and Actions

General Overview

Woodman Road Cemetery was opened in 1926 on what was once part of Great Warley Common. Reflecting the range of religious denominations in Brentwood, there are areas for Anglican, non-conformist and Catholic burials. In total there are currently 6505 grave plots with 852 full burial plots remaining (up to 3 full burials per plot) and 480 ashes plots remaining (3 interments per plot).

The north-eastern part of the site between the chapel and Woodman Road (Sections A-K) was the first area to be opened and these Sections are surrounded by mature conifers. To the south the cemetery is more open, with scattered trees and open space.

The southern edge of the cemetery bounds Donkey Lane Plantation, also owned by Brentwood Borough Council. The woodland surrounding the site, along with the mature conifers and trees, gives the cemetery a mature and established feel and one of peace and seclusion.

Access for vehicles had, until recently, been restricted to one area of the cemetery, but there is now a circular driveway so that vehicles can reach all areas of the site, making it easier for visitors to tend graves. There are 2 parking areas, see Plan 1.

Plan I: Woodman Road Cemetery – Site Overview



A Welcoming Place

Signing

An assessment of the current signing and the actions required is shown in Table 3. New signs in the corporate style have been installed, with the colour scheme of black/gold.

Table 3: Woodman Road Cemetery - Signing Assessment

	Assessment	Actions Required
Entrance Signs	<p>There is an entrance sign from Woodman Road. This gives all details of opening times and contact details and is in the corporate style.</p> <p>At Chindits Lane there is a corporate style entrance sign inside the cemetery but an old (grafitti'ed) wooden entrance sign on the outside of the gate.</p>	<ul style="list-style-type: none"> • No action required at Woodman Road • Replace wooden entrance sign on outside of gate at Chindits Lane. Reinforce no dogs allowed and that visitors should be respectful of cemetery users.
Other Signing	<p>No dogs are permitted in the cemetery. This message is incorporated into the entrance sign at the Woodman Road entrance, but needs reinforcing along the entrance drive and at Chindits Lane.</p> <p>Outside the chapel there is a plan of the site, with space for notices, plus a list of cemetery regulations.</p> <p>There is signing regarding speed limits and to direct car traffic at various locations.</p>	<ul style="list-style-type: none"> • Reinforce no dogs allowed in cemetery at Chindits Lane when entrance sign replaced • Install 'no dogs' message reinforcement signs along driveway in corporate style (as set out in urban parks plans).
Style, Clarity and Maintenance	<p>All signing is in the corporate style, is well located and performs its task well.</p>	<ul style="list-style-type: none"> • Ensure any new signing fits with BBC corporate style across all the cemetery.

Physical Access

This assessment is based on the suitability of the cemetery for visitors with a range of physical abilities. It primarily concentrates on ease of access for visitors using the cemetery for its prime purpose and the use as a through-route or for other general recreation is considered secondary to this purpose.

Approximately 10-12 years ago a gate was installed in the southern boundary of the site, with the purpose of creating a safe, traffic free route for school children to walk to Warley County Primary School. Walking to school is an activity to be encouraged and in this respect the path is particularly valuable. However, use of the route outside of school hours is increasing. The primary function of the site as a cemetery must be paramount and this demands a quiet, respectful and pleasant space for mourners and those visiting graves. On occasion, use by other visitors has intruded on this.

The situation at Woodman Road will be monitored, as there are undoubtedly benefits to local residents of this arrangement continuing. Notices may need to be installed to inform what is acceptable and remind visitors that the primary use is for mourners. If these measures are unsuccessful then, as a last resort, closure of the route will need to be considered.

Access for disabled and elderly throughout the site is generally good. There are two car parks; one at the Garden of Remembrance (Section W) and one newly installed close to Section M. These are both some distance from the Sections currently in use and waiting to be used, S, R and T. Parking bays should therefore be installed along the driveway parallel to the Donkey Lane Plantation boundary.

Some of the paths are narrow, but these are across the older Sections (H and G) which are visited less frequently. Some of the paths are becoming uneven and require repair. All driveways and paths require kerb edging when they are repaired to prolong their life and reduce the need for ongoing further investment.

There are many benches across the site (see Plan I), most of which are dedicated to individuals. The supply of benches is very good.

Table 4: Woodman Road Cemetery – Physical Access Assessment

	Assessment	Actions Required
Access to the site	<p><u>Public Transport:</u> Bus stop outside of cemetery entrance on Woodman Road.</p> <p><u>Cycle Routes:</u> No cycle routes to the cemetery but quiet urban roads. No cycling allowed in the cemetery but cycling does take place.</p> <p><u>Road Crossings:</u> No crossings but quiet urban roads.</p>	<ul style="list-style-type: none"> Reinforce that cycling is not permitted in cemetery.
Access for visitors with disabilities	<p>Good access for disabled and elderly visitors throughout the site. All paths are surfaced.</p>	<ul style="list-style-type: none"> No action required.
Benches and Resting Places	<p>Plentiful provision of benches.</p>	<ul style="list-style-type: none"> No action required.
Car Parking	<p><u>Car Parking Area 1:</u> (south-east corner adjacent to Section M) Small area with 2 bays, installed 2014.</p> <p><u>Car Parking Area 2:</u> (Garden of Remembrance).</p> <p>There is a need for additional parking close to Sections R, S and T. Due to limited space parking bays along track adjacent to Donkey Lane Plantation should be installed.</p>	<ul style="list-style-type: none"> New parking area in good condition, no action required. White line parking area Install 2 further parking bays along drive.
Paths and Access Routes	<p>A tarmacked vehicle access track forms a one-way circuit around the cemetery. In places cars have driven over the edges of the paths and in areas the paths are too narrow for maintenance vehicles, causing damage to the adjacent grass.</p> <p>Tarmacked pedestrian paths provide access between the Sections. Some of these pathways require resurfacing. The installation of concrete edging will prolong their life in the future.</p>	<ul style="list-style-type: none"> Resurface paths around the cemetery. Install concrete kerbs on all paths and driveways.

Good Design, Infrastructure and Landscaping Improvements

Entrance Driveway

Along the main drive between Woodman Road and the chapel 8 new raised brick planters have been installed, which are planted with a mixture of both permanent and semi-permanent planting schemes, to enhance and improve the welcoming appeal of the entrance to the cemetery.

Boundary with Donkey Lane Plantation

The boundary between Donkey Lane Plantation and the cemetery is in a wet area of the cemetery and suffered particularly from flooding in the wet winter of 2013-2014. The ground along the boundary has been cleared following this flooding but requires reinstatement. The boundary fence is also in poor condition. A larger scheme of improvements is required along this boundary, which runs adjacent to Sections M, T, R and S and also around to Section V

- Levelling and seeding disturbed ground along driveway
- Replacement of fencing along whole section
- Install 4 parking bays to allow better access to Sections T, R and S.

Waste and Recycling Area

There is an area close to Section N where vegetation waste and other items are disposed of. Although partially screened by a laurel hedge, this area is on view to the public and is unsightly. The area should be screened with fencing and the holly hedge continued.

Woodman Road Entrance

The entrance from Woodman Road is distinguished by a gable arch. This archway now requires inspection for stability and safety.

The area around the toilets requires improvement. The toilets are located at the rear of the lodge, behind an over mature laurel hedge/shrubs. It is not clear that the toilets are there and the access to them is particularly poor and secluded. The toilets themselves require refurbishment.

Some improvements have taken place, including a new bin store for the Euro bins and two passing places outside the lodge, which could be used as temporary parking for accessing the toilet if required. However, these improvements require completing, to include:

- Remove over-mature laurel hedge and shrubs
- New landscaping planting of shrubs and bulbs to enhance entrance to the cemetery.

Conifers in older part of Cemetery

In the older part of the cemetery many conifers and evergreen shrubs were planted. While these add to creating a sense of permanence and maturity, and are part of the heritage of the site, in places they create an oppressive and dark environment. In 2014 several conifers were removed along with a rhododendron bed and this has greatly increased the sense of openness of the cemetery. A new yew hedge has been planted in in keeping with the traditional style of the cemetery. Further works to sensitively open the older part of the site through removing and pruning conifers and the older, more mature beds, should continue.

General Landscaping Improvements

It is not possible to install new floral displays due to the cost of ongoing maintenance, but the attractiveness of the cemetery could be greatly enhanced through bulb planting. Areas which would particularly benefit are:

- Along the circular driveway and paths
- Around the boundaries of the site
- Areas which are unsuitable for planting, for example planting cyclamen under trees.

Table 5: Woodman Road Cemetery – Summary of Design Actions

Area	Actions
Entrance Driveway	<ul style="list-style-type: none"> Remove conifers.
Boundary with Donkey Lane Plantation	<ul style="list-style-type: none"> Levelling and seeding disturbed ground along driveway Replacement of fencing along whole section Planting bulbs in drifts under trees Install 4 parking bays to allow better access to Sections T, R and S.
Waste and Recycling Area	<ul style="list-style-type: none"> Screen by extending holly hedge.
Woodman Road Entrance	<ul style="list-style-type: none"> Inspect gable arch for safety Refurbish toilets Remove over-mature laurel hedge and shrubs New landscaping shrub and bulb planting.
Conifers	<ul style="list-style-type: none"> Continue to thin conifers and evergreen shrubs in older part of the cemetery.
General Landscaping	<ul style="list-style-type: none"> Plant bulbs along circular driveway, paths, boundaries and under trees.

A Safe and Secure Place

The following table provides an assessment of safety and security.

Table 6: Woodman Road Cemetery - Safe and Secure Place Assessment

	Assessment	Actions Required
A Safer Cemetery	There is low incidence of anti-social behaviour. Monuments are inspected on an <i>ad hoc</i> basis and when issues are reported. There is currently no scheduled inspection regime.	
Safe Design	Conifers add to maturity but dark in places.	<ul style="list-style-type: none"> Continue to selectively thin as previously outlined.
Other	Speed limit signs are in place on drive and there is clear demarcation of pedestrian and vehicle areas. Need to make clear that cycling is not permitted.	<ul style="list-style-type: none"> Make clear that cycling is not permitted within the cemetery.

A Clean and Well-Maintained Place

Grass cutting: the cemetery is cut and strimmed on a continuous cycle in the growing season (between March and October). The cemetery is fully cut and strimmed approximately every 3-4 weeks depending on weather conditions and growth rates. Current practice is to cut and drop cuttings rather than collecting them, as collection is very labour intensive.

Hedge Cutting: Hedges are cut twice a year, once before the start of the bird nesting season and then again later in the year when nesting has ended.

Bedding and Floral Displays: These are currently only provided in the summer season. The floral displays receive weekly attention, with weeding and watering during the growing season.

Shrub Beds: These receive two visits each year, with pruning and tidying taking place in March and in the autumn.

Weed Control: Spraying is carried out on an *ad hoc* basis as and when growth dictates.

Leaf Clearance: This is carried out weekly and as and when needed during the autumn. Gathered material is cut and mulched to rot down into the grass.

Other Duties: These include a range of tasks including clearing debris from trees, removal of dead floral displays from graves and topping up sinking graves. These are carried out as and when required.

Sustainability

All bins have been replaced with dual-purpose litter, floral and recycling bins and there is good supply across the site.

Conservation and Heritage

Woodman Road cemetery was opened in 1926 jointly by the parish councils of Great Warley, Shenfield and South Weald. The cemetery passed to Brentwood Urban District Council which enlarged the Woodman Road cemetery in 1936 and 1955.

The gable-arched entrance to the cemetery is a striking and attractive feature of the cemetery. There are sections for nuns of the Marillac and Ursuline convents. The cemetery also contains 12 war graves from the Second World Wars.⁸

⁸ [http://www.cwgc.org/find-a-cemetery/cemetery/2075226/Brentwood%20\(Woodman%20Road\)%20Cemetery](http://www.cwgc.org/find-a-cemetery/cemetery/2075226/Brentwood%20(Woodman%20Road)%20Cemetery)



M. MILDRED
KINS
DEC. 1996
YEARS
ACE
TRICK
007
5

R.I.P
SISTER
RITA KIELY
DIED 15th JULY 1989
AGED 73 YEARS
SISTER
WINEFRIDE
JENNINGS
DIED 29th JULY 1983
AGED 71 YEARS

SISTER
MARY CAREY
DIED 15th MARCH 1991
AGED 76 YEARS
SISTER
IGNATIUS
FLEMING
DIED 1st APRIL 1991
AGED 81 YEARS

Action Table

A spreadsheet of all the required actions has been provided alongside this document. This spreadsheet is intended to be a live, working document that Brentwood Borough Council staff will update. Provided here is a summary of actions at the time this plan was produced.

Area of Site	Code	Description	Internal/ External Contractor	Financial Year 2016/17	Financial Year 2017/18	Financial Year 2018/19	Financial Year 2019/20	Financial Year 2020/21
Boundary of cemetery and Warley Playing Fields	WRC18	Monitor situation regarding use of cemetery as a through- route. Consider additional signing or entering into agreement with school to lock pedestrian gate outside of school core hours if problems become persistent.	External	x	x	x	x	x
Speed limit signs on driveway	WRC4	Replace missing speed limit sign outside lodge.	Internal	x				
Driveway	WRC7	Install message reinforcement 'no dogs' signs along drive in corporate style.	External	x				
Car Park	WRC8	Replace boundary railing with new to match existing	External	x				
Car Park	WRC9	White line car park area	External	x				
Under all mature trees	WRC15	To undertake programme of Cyclamen planting under mature trees where burials not possible to enhance floral display in site.	External	x				
Parking Area adjacent to ashes section	WRC16	White line parking bays as needed.	External	x				

Area of Site	Code	Description	Internal/ External Contractor	Financial Year 2016/17	Financial Year 2017/18	Financial Year 2018/19	Financial Year 2019/20	Financial Year 2020/21
Boundary of cemetery and Warley Playing Fields	WRC17	Repair sections of damaged fence.	Internal	x				
Entire Driveway and All Paths	WRC10	Install concrete kerbing and resurface all degrading roadways and footpaths.	Internal		x	x	x	x
All boundaries of site	WRC14	To undertake programme of bulb planting around perimeter of site and in particular along edge of driveway around site.	External		x	x	x	x
Gable Archway	WRC1	Structural inspection to confirm stability and safety.	Internal		x			
Entrance Driveway	WRC3	Remove overgrown shrubs from shrub border along main driveway and replacing with new specimens to enhance entrance into cemetery.	External		x			
Toilets	WRC5	Internally refurbish two toilet areas and only unlock when a funeral on or at weekends.	External		x			
Driveway	WRC6	Install passing bay half way along driveway.	External		x			
Boundary of cemetery and Donkey Lane Plantation	WRC12	Replace fence along boundary of Donkey Lane Plantation.	Internal		x			
Chindits Lane entrance	WRC20	New sign outside of gate at Chindits Lane.	Internal		x			

Area of Site	Code	Description	Internal/ External Contractor	Financial Year 2016/17	Financial Year 2017/18	Financial Year 2018/19	Financial Year 2019/20	Financial Year 2020/21
Entrance Driveway	WRC2	Kerb along entire driveway with road kerbs.	External			x	x	x
Boundary of cemetery and Donkey Lane Plantation	WRC13	Install loose fill parking bays (x2) along length of driveway with concrete kerbing to create additional parking (2 already installed).	External			x		
Driveway adjacent to T section	WRC19	Install loose fill parking bays (x4) along length of driveway with concrete kerbing to create additional parking.	External			x		
Chapel	WRC11	Plaster internal of chapel to lighten inside of building	External				x	

London Road Cemetery



Site Description

Site Summary

Description	<ul style="list-style-type: none">• Approximately 2.5 hectares cemetery only (approximately 3.2 including nursery site)• 6627 grave spaces across 21 sections; 6135 full burial plots and 492 ashes plots• 88 ashes plots remaining (3 interments)• No grave spaces remaining (but demand for more)• 32 War Graves.
Rights of Way and Access	<ul style="list-style-type: none">• There are no public rights of way across the site. Although adjacent to St Faith's Country Part there is not currently any through access• Visitors vehicles are permitted to the Chapel of Rest, where there is limited parking• Further parking near sections V, W, X and Z.
Access Points – Pedestrian and Vehicle	<ul style="list-style-type: none">• Pedestrian and vehicle entrance off London Road, TQ 586 933.
Bylaws	<ul style="list-style-type: none">• Cemetery regulations January 2015 (see Appendix).
Tree Preservation Order	<ul style="list-style-type: none">• None.
Facilities	<ul style="list-style-type: none">• Small chapel. Refurbished in 2014 but now closed and not available for use• Toilet facilities open to public at all times• Benches• Litter bins• Facilities for tending graves at chapel.
Non-statutory designations	<ul style="list-style-type: none">• Green Belt.

Site Assessment and Actions

General Overview

London Road Cemetery dates from the late 19th Century, when it was named Brentwood Cemetery.

Also on the site is 'The Gates', a horticultural project run by the Frontline Partnership. This is based in the former Brentwood Borough Council nursery site. It provides a range of activities for all members of the community, including those with a disability, and includes growing fruit, flowers and vegetable, art and craft workshops and garden management.

A Welcoming Place

Signing

An assessment of the current signing and the actions required is shown in Table 7.

Table 7: London Road Cemetery - Signing Assessment

	Assessment	Actions Required
Entrance Signs	New corporate entrance signs installed.	<ul style="list-style-type: none">• No action required.
Other Signing	No dogs are permitted in the cemetery. This message is incorporated into the entrance sign. This site, unlike Woodman Road, is not used by the general public as a through route so no additional message reinforcement signing is required. There is a sign outlining rules of the cemetery next to the chapel and a map of the cemetery and additional cemetery rules signing by the ashes section.	<ul style="list-style-type: none">• No action required.
Style, Clarity and Maintenance	Other signs throughout site are all in new corporate style.	<ul style="list-style-type: none">• Ensure all new signing fits with BBC corporate style across all the cemetery.

Plan 2: London Road Cemetery - Site Overview



Physical Access

Table 8: London Road Cemetery – Physical Access Assessment

	Assessment	Actions Required
Access to the site	<p><u>Public Transport:</u> Bus stop outside of cemetery on London Road.</p> <p><u>Cycle Routes:</u> No cycle routes to the cemetery. No cycling allowed in the cemetery.</p> <p><u>Road Crossings:</u> No crossings but visitors likely to be travelling from further afield so likely to arrive by car or public transport.</p>	<ul style="list-style-type: none"> • No actions required.
Access for visitors with disabilities	<p>There is good access around most of the site with surfaced paths.</p> <p>Parking is limited; however there is limited space in which to expand parking.</p>	<ul style="list-style-type: none"> • No specific actions for disabled visitors but general surfacing of paths is required, see later, which will also assist disable visitors.
Benches and Resting Places	<p><u>Benches:</u> There are several benches around the site, with particularly good provision in the ashes section (V).</p>	<ul style="list-style-type: none"> • No action required.
Car Parking	<p>There is limited parking next to the chapel. It would be possible to slightly increase capacity by constructing 2 loose surface parking bays.</p> <p>There is also a small parking area between sections V and W adjacent to the ashes section. The space here is very constricted, with the access road needing to accommodate 2-way traffic. It would be beneficial to white line the parking bays to help regulate traffic flows.</p> <p>There is no room for expansion at the existing car parking areas. It would therefore be beneficial to create a car park in the underused area around the garage, adjacent to the nursery. This would also accommodate disabled parking, for which at present there is no facility.</p>	<ul style="list-style-type: none"> • Construct two loose surface parking bays • White line parking bays adjacent to V and W sections • Create parking adjacent to nursery.

	Assessment	Actions Required
Paths and Access Routes	<p>There is a tarmacked drive from the entrance to the nursery and another leading to the ashes section and sections W, X and Z.</p> <p>All other paths are tarmacked but some paths now require resurfacing. The installation of concrete edging will prolong their life in the future.</p> <p>The path around Sections E, F, G, H and K is narrow and of poor quality in places.</p>	<ul style="list-style-type: none"> • Resurface paths. • Install concrete kerbs on all paths and driveways.

Good Design, Infrastructure and Landscape Improvements

Entrance to the Cemetery and Lodge Area

There are several areas which require improvement at the entrance. There are retaining walls on each side of the entrance drive, just inside the site, which are now in poor condition and require replacement. This should be in brick to match the vernacular style of the lodge, entrance wall and chapel.

Residents of London Road use the extra space outside of the gates to park cars on a semi-permanent basis. This not only impinges on the footway, it detracts from the entrance to the cemetery and can on occasion make access difficult. Bollards should be installed to prevent this parking along with double yellow lines. The entrance gates also require re-painting.

Euro bins are stored outside the cemetery lodge. A bin store is required adjacent to the lodge. The lodge doors should also be replaced in black to match the rest of the site. The wooden fencing should also be replaced to match fencing elsewhere on the site.

Floral and Shrub Beds

There are several older raised beds around the cemetery. These are located at the entrance and adjacent to sections V and E. They are in poor condition and are difficult to maintain. These should be replaced with brick planters in the same style as the rebuild of the entrance wall piers and which can accept pre-planted floral displays.

Water Supply

The water supply is now antiquated and leaky. This requires replacement across the whole site. It is also prone to vandalism.

Compost Area

The gates of the compost area, located near to section V and known as 'Boot Hill', is missing and requires replacement so that visitors cannot see into this work area. The area is surrounded by a laurel hedge and some plants require replacement.

Over-Mature Hedges and Specimens

There are several over-mature hedges and specimen plants which now require attention.

There is particularly over-mature hedge forming the boundary of the works depot near the nursery and another which forms the boundary between the cemetery and the nursery. Both of these hedges should be replaced with appropriate species.

A particular issue in this cemetery is the presence of some conifers, planted on graves by relatives, which are now becoming very large. These now impinge on neighbouring plots and could compromise the stability of the graves themselves. The relatives of the plots need to be contacted (where known) and the trees will need to be removed.

Several other conifers, rhododendron, laurel and other shrubs around the site are now over-mature and out of shape, overhanging graves and paths. Some of these will require removal.

Nursery and Garage Area

At the end of the entrance track is a gravel area to the left, once part of the nursery, and a garage and general works area behind a very large conifer hedge. There are several improvements to be made in this area, both to benefit visitors and to help maintenance works.

The works depot area behind the conifer hedge requires resurfacing and the addition of concrete bays for storage of materials. This will create a more functional workspace for staff and is close to St Faith's and the future cemetery extension. The conifer hedge should be replaced as previously outlined.

To the left, the gravel area should be surfaced with hard surfacing to create badly needed additional parking space.

Table 9: London Road Cemetery – Summary of Design Actions

Area	Actions
Entrance to the Cemetery and Lodge Area	<ul style="list-style-type: none"> • Replace retaining walls in brick • Install bollards and yellow lines outside entrance to prevent parking • Repaint entrance gates.

Floral and Shrub Beds	<ul style="list-style-type: none"> • Replace all old planter with brick raised beds to accept pre-planted floral displays.
Water Supply	<ul style="list-style-type: none"> • Replace water supply and pipes across site.
Compost Area	<ul style="list-style-type: none"> • Install gates • Gap up laurel hedge.
Over-Mature Hedges and Specimens	<ul style="list-style-type: none"> • Replace over-mature hedge screening works depot • Replace over-mature hedge screening nursery • Remove over-mature conifers on graves • Remove other specimens as required if impinging on graves or paths.
Nursery and Garage Area	<ul style="list-style-type: none"> • Resurface works area and create storage bays • Hard surface former nursery gravel area to provide additional visitor parking.

A Safe and Secure Place

The following table provides an assessment of safety and security.

Table 10: London Road Cemetery - Safe and Secure Place Assessment

	Assessment	Actions Required
A Safer Cemetery	There is low incidence of anti-social behaviour. Monuments are inspected on an <i>ad hoc</i> basis and when issues are reported. There is currently no scheduled inspection regime.	
Safe Design	The cemetery has, in the main, an open aspect. Tracks for cars are clearly identified.	<ul style="list-style-type: none"> • No actions required.

A Clean and Well-Maintained Place

Grass cutting: the cemetery is cut and strimmed on a continuous cycle in the growing season (between March and October). The cemetery is fully cut and strimmed approximately every 3-4 weeks depending on weather conditions and growth rates. Current practice is to cut and drop cuttings rather than collecting them, as collection is very labour intensive.

Hedge Cutting: Hedges are cut twice a year, once before the start of the bird nesting season and then again later in the year when nesting has ended.

Bedding and Floral Displays: These are currently only provided in the summer season. The floral displays receive weekly attention, with weeding and watering during the growing season.

Shrub Beds: These receive two visits each year, with pruning and tidying taking place in March and in the autumn.

Weed Control: Spraying is carried out on an *ad hoc* basis as and when growth dictates.

Leaf Clearance: This is carried out weekly and as and when needed during the autumn. Gathered material is cut and mulched to rot down into the grass.

Other Duties: These include a range of tasks including clearing debris from trees, removal of dead floral displays from graves and topping up sinking graves. These are carried out as and when required.

Sustainability

All bins have been replaced with dual-purpose litter, floral and recycling bins and there is good supply across the site.

Conservation and Heritage

London Road cemetery was opened in 1893 by Brentwood Parish Burial Board. Although the cemetery has been in existence for over 120 years there is very little documented heritage remaining. The cemetery includes 32 war graves from both the First and Second World Wars.⁹

⁹ [http://www.cwgc.org/find-a-cemetery/cemetery/38416/BRENTWOOD%20\(LONDON%20ROAD\)%20CEMETERY](http://www.cwgc.org/find-a-cemetery/cemetery/38416/BRENTWOOD%20(LONDON%20ROAD)%20CEMETERY)



Action Table

A spreadsheet of all the required actions has been provided alongside this document. This spreadsheet is intended to be a live, working document that Brentwood Borough Council staff will update. Provided here is a summary of actions at the time this plan was produced.

The actions are show in Plan 3.

Area of Site	Code	Description	Internal / External Contractor	Financial Year 2016/17	Financial Year 2017/18	Financial Year 2018/19	Financial Year 2019/20	Financial Year 2020/21
General entrance area	LRC2	Install bollards to prevent residents parking to front of cemetery entrance and create inviting entrance to site	External	x				
General entrance area	LRC3	Yellow line area to front of cemetery to deter residents from parking at entrance	External	x				
General entrance area	LRC4	Paint entrance gates gloss back	Internal	x				
Compost Area at Base of Boot Hill	LRC12	Replace rotted gates to compost area to prevent visitors from seeing in.	External	x				
Compost Area at Base of Boot Hill	LRC13	Replace dead Laurels in hedge line with new specimens	Internal	x				
Ashes section car park	LRC14	White line with parking bays to regulate vehicle movements at Boot Hill	External	x				

Area of Site	Code	Description	Internal / External Contractor	Financial Year 2016/17	Financial Year 2017/18	Financial Year 2018/19	Financial Year 2019/20	Financial Year 2020/21
All roadways and footpaths	LRC8	Install concrete kerbing to all roadways and concrete edging to all footpaths and resurface where needed	External		x	x	x	x
Driveway into site	LRC5	Re-build failing retaining wall with red brick to match lodge and chapel and create inviting entrance into site	External		x			
Entire site	LRC9	Renew water system throughout site with modern plastic piping to prevent future leaks	External		x			
Chapel Area	LRC10	Create loose surface parking bays (x 2) adjacent to chapel area to accommodate visitors	External		x			
Chapel Area	LRC11	Install Aco drain around edge of chapel to remove standing water from base of walls	External		x			
Boundary of nursery and cemetery	LRC16	Remove and replace overgrown conifer hedge with appropriate new species	External		x			
Boundary of work depot and cemetery	LRC18	Remove and replace overgrown conifer hedge with appropriate new species	External		x			
Boundary of work depot and cemetery	LRC19	Replace missing gates and fencing to improve security and visual appeal from visitors	External		x			
Laurel on corner of D section	LRC23	Laurel removed as encroaching over grave, replant with specimen Rhododendron	Internal		x			
Rhododendron between D & G Sections	LRC25	Remove overgrown Rhododendron and replace with seeding and new species Rhododendron	External		x			

Area of Site	Code	Description	Internal / External Contractor	Financial Year 2016/17	Financial Year 2017/18	Financial Year 2018/19	Financial Year 2019/20	Financial Year 2020/21
General entrance area	LRC1	Rebuild brick pier of boundary wall on far left hand side of frontage	External			x		
Driveway into site	LRC6	Construct low raised beds out of red brick to match chapel and lodge and top with sandstone capping, beds to accept pre planted containers of bedding	Internal			x		
Driveway into site	LRC7	Construct low raised beds out of red brick to match chapel and lodge and top with sandstone capping, beds to be planted with sustainable planting (x5)	External			x		
Boot Hill Raised Beds	LRC15	Remove collapsing raised beds and rebuild in red brick to match chapel and lodge with sandstone capping.	External			x		
Gravel area adjacent to toilets and nursery	LRC17	Remove gravel area and hard surface to create visitor car park	External			x		
Work Depot	LRC20	Resurface yard of works depot and create concrete bays for bulk store of materials in anticipation of cemetery extension and to create functional working space for GROUND staff	External			x		
Small raised beds adjacent to works depot and ashes section	LRC22	Construct low raised beds out of red brick to match chapel and lodge and top with sandstone capping, beds to be planted with sustainable planting (x4)	External			x		
Fencing adjacent to works depot and ashes section	LRC21	Remove existing barb wire fence and replace with black estate fencing	External				x	

Area of Site	Code	Description	Internal / External Contractor	Financial Year 2016/17	Financial Year 2017/18	Financial Year 2018/19	Financial Year 2019/20	Financial Year 2020/21
Boundary fence with BT Offices	LRC24	Stain fence dark brown to soften and preserve life of fence	Internal				x	
Fencing around lodge garden	LRC26	Replace wooden fence and replace with GOVA wall to match fencing elsewhere	External				x	

Plan 3: London Road Cemetery – Overview of Main Actions

