

# FIVE YEAR SERVICE DEVELOPMENT PLAN

Rotherham Crematorium and Municipal Cemeteries

## Overview

Dignity Plc and sub-contractors Glendale are committed to their working relationship with Rotherham Metropolitan Borough Council and continue to collaborate in order to develop the service, and to bring the best possible outcomes to the community of Rotherham through our crematorium and cemeteries.

The five-year service development plan has been developed to demonstrate collective commitment to ongoing projects, future projects, and overall grounds maintenance.

The performance of this plan will be managed on a quarterly basis and reviewed by RMBC. Considerations will be given to the current progress of the proposed developments, and the plan will be updated and amended where required. A more detailed plan for the current year's developments will run from the 1st of April until the 31st of March, with the plan being refreshed in its entirety and submitted annually. This will be presented at the Improving Places Select Committee each year as part of the annual Bereavement Services update.

### **Future Service Improvements 2024-2027**

#### **Refurbishment of old office block East Herringthorpe**

Initial plans previously proposed are now being re-assessed and discussed. New proposals have been discussed with The Council for review, and the feedback given was positive. Consultations took place previously to look demolishing this old office block at the entrance to create more space, however it has been decided to have this refurbished. The proposal is currently at capital expenditure approval stage, and includes provision of high-quality refreshment vending machines and a seating area with additional onsite restroom facilities within the old unit. This will also allow extra room space for community events and meetings. More updates will be provided to The Council on the next stages of the project.

#### **Provision of Natural Burial options**

Several test digs carried out at Greasbrough Lane in 2023 were favourable, however, an inspection of the area following poor weather and evidence presented by Glendale and the grave construction team has indicated that the area is not suitable and suggested finding other locations either within the site, or located at another site. There has been a small area within East Herringthorpe which has been identified as a potential area for the Natural Burial Section. Surveys were carried out in the identified area on 5/07/2024 and no issues were found. A plan will be produced demonstrating how this will look and options that will be available before this is made live for the public. This could change from a future project to in year, depending on findings and next steps.

#### **Green Recycling and Biodiversity All Sites**

Dignity and Glendale will look at the feasibility of implementing a system for garden waste. Currently all trees that are cut within the cemeteries are turned into wood chippings to be used throughout all the cemeteries, as well as given to local farmers and gardens for use.

Dignity will commission a Biodiversity survey throughout all sites and will implement any recommendations to encourage Biodiversity.

Dignity will work with local businesses and friend groups to establish a wreath recycling scheme throughout the year. The wreaths can be taken and separated, with all of the materials being able to be re-used, e.g., the oasis and plastic bases. Dignity will add more bird boxes throughout the sites, as well as homes for hedgehogs and insects. There is the option to compost on a smaller scale in some sites. However more research into this will need to be done in order to carry this forward.

#### **Heritage renovation and preservation**

A discussion was had with the memorial technician before his leave, about implementing a scheme where memorials that are in poor shape, have historical significance and who sadly have no grave owners could be cleaned and renovated wherever possible. This would allow for strong community projects within areas, which would enable preservation of graves which have particular local significance. Further research and community engagement is required to commence these projects. Dignity is currently without a Memorial Technician, so more details can be provided on this when a new member is appointed the role. Dignity will ensure that they are satisfied that the instructed Stone Mason is adequately qualified to serve the community. Dignity will work with the Friends of groups to establish memorials in each site to renovate. Dignity are looking to find some local Historians within each of the areas and will be reaching out to the Rotherham Heritage Society as a starting point.

<b>In Year Service Improvements 2024-2025</b>
<p><b><u>Drainage Surveys All Sites</u></b>            CCTV drainage surveys to be undertaken in all cemeteries to assess the condition of existing drainage. Drainage surveys were completed in all cemeteries by 30th June 2024. Dignity have established the required remedial work and have instructed contractors to complete. The drainage surveys will not be included in the Asset Management Plan going forward.</p>
<p><b><u>Dignity's contractual Asset responsibilities</u></b>            Dignity will undertake an assessment of all Assets within sites, and provide a full report to the Council, to include schedule maintenance and timetabled improvements. The progress is monitored as part of the monthly Council Performance meetings. Dignity have commenced the plan and the key priorities have been listed for consideration/capital expenditure. Dignity's properties team are producing an Asset Management plan for all boundaries and responsibilities. This plan will be completed and in place by the end of July 2024, subject to capital expenditure approval.</p>
<p><b><u>Produce a strategic plan for burial capacity to the end of the contract term All Sites.</u></b>            Dignity have produced a strategic 35-year plan for future burial provision. The plan is designed to give insight into future burial capacity for the borough. It provides an understanding of the needs and challenges that The Council may need to consider continuing providing burial provisions for future generations. The report explains the potential to expand within existing cemetery boundaries, but it also highlights the needs to investigate new developments for certain local areas within the borough. Dignity will continue to work alongside the cemetery wardens and Glendale to establish burial capacity within each site. An operational plan was submitted, which currently goes in depth of burial space, so far East Herringthorpe and Maltby and Wath are the only cemeteries mentioned. However, all active sites are to be looked at and added into the operational plan this year. This is a live document which can be amended when new data is presented.</p>
<p><b><u>Customer Information</u></b>            RMBC Bereavement Services have already improved the Council website to keep interested parties fully informed on matters regarding each cemetery. Dignity have contacted the relevant people in order to get more up to date information displayed on the CMG website, for example, friends' groups and the QR feedback code and any other updates to match what The Council have on their website. Dignity are also considering the possibility of incorporating a live updates page, which will allow visitors to be made aware of anything happening within each of the sites, such as contractor work and other maintenance, as well as group events and activities.</p>
<p><b><u>Adequate performance management of sub-contractor using KPI's specified within the Facilities Management</u></b>            Agreement implemented by Dignity for Sub-Contractors Glendale.            Formal meetings now take place with Glendale on a monthly pre and post monthly Performance meeting with the operations team and also bi-monthly with the Director to ensure a clear understand of standards and expectations along with sharing ideas and solutions, discussing performance framework and updating the 5-year plan. Dignity have also worked to improve the cemetery site weekly inspection log, which is sent to Glendale every Monday/Tuesday detailing expected outcomes and the performance monitored weekly.</p>
<p><b><u>Restoration of and re-drafting of cemetery plans in line with agreed proposals.</u></b>            50% of the cemetery plans have been completed and updated. Good progress is being made and will be on target to be completed by August 2024.</p>

### **Ongoing Involvement with local Cemetery Friends Groups**

Dignity will continue meetings on a monthly/bimonthly basis and have become more actively involved with the groups. Dignity supports all the friends' groups where needed. Dignity will aim to provide support in clean up events, examples being litter picking and grave clearance as well as community events.

Dignity have continued plans to be proactively involved and engaged with local friends' groups.

A calendar of all meetings and other locally booked events will be sent to The Council monthly. This will demonstrate Dignity's keen desire to work with the community. Any requests or feedback will be reported to The Council to monitor the working partnership. Glendale will continue to hold a seat at those meetings, which demonstrates a unified approach. This allows transparency and honest conversations to take place within the community.

Below is a small snapshot of examples of collaborative projects undertaken in 2023

- Dignity supported and attended the two events commemorating the 100th anniversary of the miner's disaster at Maltby, in partnership with the local friends group.
- A new blue plaque was unveiled by John Healey MP for the late Sir Charles John Stoddart. Dignity worked alongside the Rawmarsh friends' group in helping to get this advertised throughout the community. Dignity are working to get more Councillors involved within the Friends Of Group meetings.

### **Improved Customer Feedback Analysis**

Dignity will utilise online survey forms to capture customer views of funeral services provided for both burials and cremations, this will allow for greater accessibility for service users to provide feedback. All noticed boards within the cemeteries have been updated to explain how service users can undertake this.

Alongside this work a QR code has been produced which will link visitors to an online survey. This will be accessible to all cemetery users to provide feedback. The layout of the questionnaire had been considered to assist cemetery users avoiding the question appearing to only include customers using only one service.

### **Improved working with Faith leaders to provide reasonable adjustments and engagements during religious festivals.**

Dignity have established a list of key religious festivals and dates with Faith leaders. Reasonable adjustments have been recorded to help facilitate them. Meetings have taken place prior with Faith leaders before these key events.

Dignity have been regularly meeting with members of the Muslim Community, and considerable efforts have been made to visit each of the mosques within the area, this is still ongoing. So far, the visits have gone a long way and have been received well with the community. Dignity in recent months in partnership with the community, have installed a handrail at the entrance of the Muslim section, to make paths more accessible to visitors. Additional taps where possible have also been installed. Landscaping will continue in the new year to improve the overall feel of the site.

Improvements are being identified across the entire estate and a rolling programme identifying key areas is under way. All faiths and beliefs are considered, and the improvements are not isolated to just within the Muslim section of the cemetery. Consultation with all local friends' groups is a rolling programme and Dignity welcomes all feedback.

Dignity continues to support religious events and attend all The Council by request.

**Digitized capture of registers to be made available on the internet in line with agreed proposals.**

This work is currently being undertaken by Dignity in conjunction with TownsWeb, regular meetings have been had with TownsWeb to keep track of their progress. There have been delays to original proposed dates due to the volume of work required and TownsWeb are working through the remaining ledgers. However, TownsWeb are nearing completion and updates are provided to The Council on a regular basis.

The final stage has been split into 2 additional stages, the first stage being uploading all the information to the system for office use, this also includes training on how the system will work moving forward. The second and final stage will be ensuring that all the redactions are correct and final, and the data to be uploaded for public use. A target date of 31 July 2024 has been given for completion by TownsWeb following recent discussions with Business Manager.

**Tree works Schedule**

Year on year in March, Glendale will assess all tree works at all cemeteries. A maintenance plan will be scheduled for each month of the year to maintain the trees. All emergency tree works will be carried out within 24 hours. Meetings with Glendale have taken place, in order that Dignity can fully understand the scope of works to be carried out in all sites moving forward. The initial meeting to discuss 2024 was held on 14/08/2023. Regular weekly inspections carried out by Dignity will also monitor and identify any urgent works. Any requests from the community will be acted upon accordingly if legitimate and safe to do so. A plan has now been produced to Dignity from Glendale, stating all tree works which are to be carried out April 2023-March 2024. A new plan will be produced in June for the new 2024-2025 year. All trees are monitored by Glendale.

Maltby	K section Sycamore tree will be lifted to allow more light. Some Ashe trees will be monitored and Ivy to be severed on some Ashe trees near the boundary.
Moorgate	Cherry tree by the entrance will be pruned of any branches encroaching onto the neighbouring properties. Veteran cherry tree in BB section, will have ivy careful severed.
Wath	Dead cherry tree will be removed on XNN section of the site, the sycamore that is within AA section will also be lifted.
Masbrough	Maple tree in J section will be removed due to being in poor condition. Other trees will be lifted and trimmed where necessary.
Haugh Road	Ash tree near drive in C section will be removed, due to poor condition. Ivy removal on some other trees throughout the site.
East Herringthorpe	Small dead tree will be removed in NNN section. Removal of branches and stems on other trees throughout the site.
Greasbrough Lane	Cherry tree that is in poor condition by the drive-in section C on site will be removed and stump treated.
Greasbrough Town Lane	Removal of dead Elm trees and Ashe trees, as well as the removal of an ornamental dying cherry tree.
High Street	Removal of dead sycamore, as well as the removal of some deadwood along the paths.

## East Herringthorpe Crematorium and Cemetery

### In Year Projects 2024-2025

#### **Baby Section**

A proposal to improve this area has been submitted for capital approval (July 2024). This includes the removal of two large cherry trees which create darkness and prevent any floral growth. Following work with families the curb plaques currently located will be removed as the period has expired. The families will be offered an alternative of a new plaque on the proposed butterfly memorial.

Further work is on-going with a local artist to undertake a memorial carving which will add to the 'Butterfly garden' and will hopefully be the first of similar activities within the cemeteries.

Following a meeting with Dan Fleetwood at Barnsley to discuss his previous project 'The Forget You Not Garden' communication has continued, with a view to Dan and his wife assisting with the process for 'Letters for Heaven' commencing within this area.

#### **Muslim Burial Area**

Dignity have undertaken significant developments within the Muslim burial section of East Herringthorpe Cemetery to improve drainage in the existing burial section. A gabion wall and 116 burial tombs were installed.

Regular meetings have taken place with the Muslim community on how we can improve this section of the cemetery. It was discussed that there could be a potential for flowers on the gabion wall leading up to the top section.

Dignity have taken some feedback from the community and purchased X2 grave covers. This has been advantageous for Glendale and the community, having 2 graves dug always means this limits any potential delays. The feedback from these covers was received with a positive response from the community, as this was one of the points mentioned in the meetings held with community members.

Dignity will work with the Muslim Community, to establish needs regarding the landscaping of the existing area, whether this is by adding potential bedding areas and shrubs to provide an aesthetic change to this section. Lights have also been provided for the use of the communities during late night burials. Actions have already been taken to remove some of the safety equipment nearby, and it was discussed by some Architects visiting the site, that a potential station could be made within the area and other areas within East Herringthorpe, where gardening tools and water cans etc can be kept, which limits how much equipment is on the floor.

#### **Signage**

Dignity has 'de-cluttered' the main directional signs for visitors to the car park to ensure that inappropriate parking on site is managed allowing better access to the crematorium chapel for funeral corteges.

Dignity will look at installing signage throughout the cemetery which will indicate which section visitors are in. This will support directions to sections and plot location. In addition, work to provide a map for visitors to East Herringthorpe will commence.

#### **Beehives**

Dignity wishes to encourage as much biodiversity within all sites as much as possible, research is being done in the feasibility of having Beehives in East Herringthorpe, an area has been identified which would provide a suitable home for some beehives. The relevant risk assessments and health and safety will be taken into consideration for staff working with the bees as well as families visiting the site. Dignity have had several meetings and discussions with Local Beekeepers and have potentially found two beekeepers who are willing to provide some beehives as well as tend to the bees.

### Future Projects 2024-2027

#### Refurbishment of old Office block

Initial plans previously proposed are now being re-assessed and discussed. New proposals have been discussed with The Council for review, and the feedback given was positive. Consultations took place previously to look demolishing this old office block at the entrance to create more space, however it has been decided to have this refurbished. The proposal is currently at capital expenditure approval stage and includes provision of high-quality refreshment vending machines and a seating area with additional onsite restroom facilities within the old unit. This will also allow extra room space for community events and meetings. More updates will be provided to The Council on the next stages of the project.

#### Cemetery Expansion

Approval to proceed with the options for the expansion to the area is with the newly created Dignity Crematorium Board, all updates will be provided when more information is given, and the updates will be provided within the operational plan.

### Routine Maintenance

East Herringthorpe Crematorium 2023/2024														
Job Description	Indic Freq	WINTER		SUMMER								WINTER		Comments
		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
RIDE ON MOW GRASS AREAS	32			3	4	4	4	4	4	4	4	4	1	
STRIM OBSTACLES AND GRASS EDGES	32			3	4	4	4	4	4	4	4	4	1	
SNEEP/ BLOW PATHS AND KERBS NEAR GRASSED AREAS	48	4	4	4	4	4	4	4	4	4	4	4	4	
LEAF CLEARANCE ROADS/PATHS/GRASS AREAS	When Required													
APPLY HERBICIDE SPRAY AROUND OBSTACLES/HEADSTONE STRIPS/SHRUB BEDS	8			2		2			2		2			
LIFT LOW BRANCHES UP TO 8FT	2		1										1	
REMOVE EPICORMIC GROWTH FROM TREES	4	1	1										1	1
CULTIVATE SHRUB BEDS	8	2	2										2	2
EDGE SHRUB BEDS	8	2	2										2	2
DEAD HEAD ROSES													1	
SOFT PRUNE ROSES													1	
HARD PRUNE ROSES													1	
PRUNE VARIOUS OTHER SHRUBS	3	1											1	1
PRUNE INTERNAL HEDGES	2		1								1			
LEAF CLEARANCE FROM SHRUB BEDS	8	2	2										2	2
HALF MOON GRASS EDGES	8	2	2										2	2
CLEAR MOSS OFF PATHWAYS USING MECHANICAL BRUSH / CHEMICAL	8	2	2				2						2	2
SUPPLY AND PLANT SUMMER BEDDING	2						2							
SUPPLY AND PLANT WINTER BEDDING	2										2			
GRIT HEARSE ROUTE AND TOP CAR PARK AS AND WHEN NECESSARY	When Required													
SNOW CLEAR ALL HARDSTANDING AREAS AS AND WHEN NECESSARY	When Required													



## Maltby Cemetery

### In Year Projects 2024-2025

#### Friends of Maltby Cemetery

Dignity have been actively involved with the Maltby Friends group. Dignity has regular meetings and are in communications on a periodic basis with the Group. The friends of Maltby have become quite an independent group, however they will always reach out to Dignity if they need any support with events or activities. The friends Group worked with the community in getting a memorial tree placed within the Cemetery during the Christmas period, which had the support of Dignity and Glendale. Families were able to place a memorial heart on the tree in memory of their loved ones. This is something that Dignity hope to support for the foreseeable future. The friends of Maltby have already started to implement the wreath recycling as mentioned in the Future projects above. There was a grave associated with an historical event involving some children, where the friends of Maltby have worked together with Dignity and local councillors, to get this memorial cleaned and renovated.

#### Burial Capacity

Dignity did a survey of the site, in order to get a better idea of what burial capacity is left within Maltby. Dignity worked with Glendale to find additional space within the cemetery and was updated onto the operational plan which can be found on the council's website.

### Future Projects 2024-2027

#### Unmarked Graves

It was mentioned from the meetings had with the community, about having remembrance plaques installed within the cemetery for the babies buried in an unmarked grave, and for the miners who lost their lives in the Maltby Mining Disaster. This will be a project that the Community and Dignity can work together to achieve.

<b>Routine Maintenance</b>
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Maltby Cemetery 2023/2024													
Job Description	Indic Freq	WINTER		SUMMER								WINTER	
		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
RIDE ON MOW GRASS AREAS	16			1	2	2	2	2	2	2	2	1	
STRIM OBSTACLES AND GRASS EDGES	16			1	2	2	2	2	2	2	2	1	
SWEEP/ BLOW PATHS AND KERBS NEAR GRASSED AREAS	16			1	2	2	2	2	2	2	2	1	
APPLY HERBICIDE SPRAY AROUND OBSTACLES/HEADSTONE STRIPS/SHRUB BEDS	6	1	1	1							1	1	1
APPLY HERBICIDE SPRAY AROUND OBSTACLES/HEADSTONE STRIPS/SHRUB BEDS	4			1		1			1		1		
LIFT LOW BRANCHES UP TO 8FT	1		1										
REMOVE EPICORMIC GROWTH FROM TREES	1		1										
DEAD HEAD ROSES			1										
SOFT PRUNE ROSES			1										
HARD PRUNE ROSES	1		1										
PRUNE INTERNAL HEDGES	2		1							1			
HALF MOON GRASS EDGES	1		1										
CLEAR MOSS OFF PATHWAYS USING MECHANICAL BRUSH / CHEMICAL	2		1									1	
GRIT HEARSE ROUTE AND TOP CAR PARK AS AND WHEN NECESSARY	When Required												
SNOW CLEAR ALL HARDSTANDING AREAS AS AND WHEN NECESSARY	When Required												

## Moorgate Cemetery

### In Year Projects 2024-2025

#### Green Paths

All green paths to be seeded and returned to nature. A site meeting took place in July 2022 with The Council and Glendale to discuss converting some paths into green paths, other meetings have taken place which have confirmed the paths located throughout Moorgate Cemetery. These paths were seeded and soiled 21/06/2024

#### Moss Clearance



Before



After

Research into the most effective solutions of moss removal have been done by Glendale. There have been numerous methods trialled and tested of moss clearance. Lawn sand has been a good method of removing moss, however, can be quite a lengthy process. Glendale is looking into the feasibility of clearing the moss with a jet washer and have already started to test this on one section within the cemetery. (See images to the left)

Jet washing has proven to be the most efficient way of removal to date, however the only obstacle being access to the taps within the site, and vehicle access down some of the tighter areas. Moss clearance will be an ongoing task in the winter months. When the new paths have been laid within the site, this will reduce the amount of moss growth greatly. Once the paths are clear from moss, regular clearance and maintenance can be done to prevent growth in the future. A plan created by both Dignity and Glendale has been sent to The Council to look at other options for Moss removal.

#### Bedding areas

There are numerous bedding areas located within Moorgate Cemetery, Glendale will work to uncover these and clear any overgrowth, as well as planting new bulbs and wildflowers within these areas. These will be done by the end of the year 31/12/2024. This is also something that Dignity and the Friends of Group can get involved in together.

**Future Projects 2024-2027**

**Roads and Pathways**

New quotes have been obtained for tarmac paths and have been passed onto Dignity’s property team. Due to the scale of works and other cemeteries needing works, a timescale for completion cannot be given. However, the community will be notified as to when these works are planned to take place, and dates will be given as soon as an update is provided from properties. Properties were emailed on 29/02/2024 in order to get a better understanding at what stage this is at.

**Uncovering of Hidden Memorials**

There are quite a few memorials in which the community have highlighted previously in meetings. The group are very independent and do a lot of grave clearance themselves. We will continue to support the group, and if they require any information on graves located within the cemetery, we can provide a clear path to these memorials if required. This will always be an ongoing project within the site and clearance will be carried out for the foreseeable until this has become a manageable state. There has already been a big improvement of grave and overgrowth clearance by the Friends Group. Glendale started clearance of graves in 5<sup>th</sup> new 27<sup>th</sup> of Feb 2024 and the works are ongoing.

**Perimeter Clearance**



Before



After



After

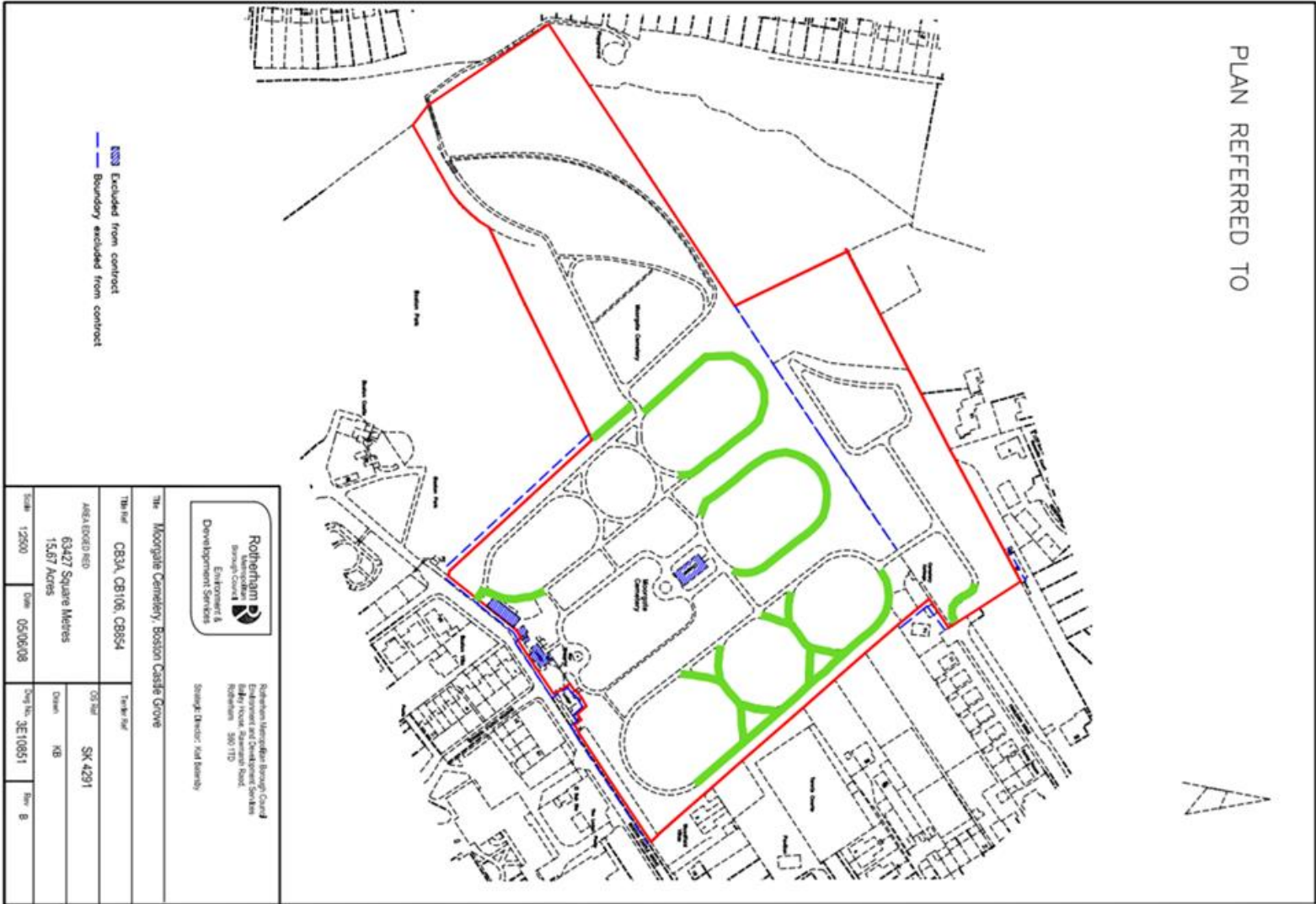
There has already been some clearance started with the help of the community payback services, alongside the friends of Moorgate. Glendale will continue the work that was started by these communities and aim to clear section by section. Meetings to take place with Glendale about how this can be broken down in stages throughout the cemetery. For example, clearing one section at a time, this will help the workload to become more manageable alongside other scheduled tasks. The entire cemetery works will be aimed to be completed by April 2027, times may be shorter or longer, depending on any issues encountered in the process. Discussions will take place with Glendale, to establish a timescale for all areas to be completed. Glendale started some clearance of the perimeter on 5<sup>th</sup> and 6<sup>th</sup> of March 2024

**Routine Maintenance**

Moorgate Cemetery 2023/2024														
Job Description	Indic Freq	WINTER		SUMMER								WINTER		
		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
RIDE ON MOW GRASS AREAS	16			1	2	2	2	2	2	2	2	2	1	
STRIM OBSTACLES AND GRASS EDGES	16			1	2	2	2	2	2	2	2	2	1	
SWEEP/ BLOW PATHS AND KERBS NEAR GRASSED AREAS	16			1	2	2	2	2	2	2	2	2	1	
LEAF CLEARANCE ROADS/PATHS/GRASS AREAS	5	1	1	1									1	1
APPLY HERBICIDE SPRAY AROUND OBSTACLES/HEADSTONE STRIPS/SHRUB BEDS	4			1		1			1		1			
LIFT LOW BRANCHES UP TO 8FT	1		1											
REMOVE EPICORMIC GROWTH FROM TREES	1		1											
CULTIVATE SHRUB BEDS	1		1											
PRUNE VARIOUS OTHER SHRUBS	1		1											
HALF MOON GRASS EDGES	1		1											
CLEAR MOSS OFF PATHWAYS USING MECHANICAL BRUSH / CHEMICAL	2		1										1	
GRIT HEARSE ROUTE AND TOP CAR PARK AS AND WHEN NECESSARY	When Required													
SNOW CLEAR ALL HARDSTANDING AREAS AS AND WHEN NECESSARY	When Required													



Green Paths



## Haugh Road Cemetery, Rawmarsh

### In Year Projects 2024-2025

#### Green Paths

There have now been green paths recognised within the cemetery, these have already started to be taken back by nature. These paths were soiled and seeded on 21.05.2024

#### Taps



Before

After

Dignity had previously enquired about getting 'anti-vandal' taps installed throughout the whole of the cemetery as it has been more common for taps to be vandalised within this site. The taps will operate via a push button system. One has already been installed and has been a great success up to date. Contractors came out to site and installed new push taps throughout the cemetery, which limits the risk of vandalism of the taps.

These taps were installed within the cemetery on the 14/12/2023.

#### Identified Natural Spring

There has been a patch of land within J section of the cemetery, this area has shown to have some water retention, due to a possible natural spring below. Dignity's properties team contracted a company to come out and install a soakaway from this area which consisted of some perforated pipe and pea gravel to try and help drain some of the water in this patch of land. This process has shown no improvements since the installation, further investigations would need to take place to look at other ways in which this area can be drained. Dignity have reached out to another contractor to do further investigations.

**Routine Maintenance**

Haugh Road Cemetery 2023/2024													
Job Description	Indic Freq	WINTER		SUMMER								WINTER	
		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
RIDE ON MOW GRASS AREAS	16			1	2	2	2	2	2	2	2	1	
STRIM OBSTACLES AND GRASS EDGES	16			1	2	2	2	2	2	2	2	1	
SWEEP/ BLOW PATHS AND KERBS NEAR GRASSED AREAS	16			1	2	2	2	2	2	2	2	1	
APPLY HERBICIDE SPRAY AROUND OBSTACLES/HEADSTONE STRIPS/SHRUB BEDS	6	1	1	1							1	1	1
LIFT LOW BRANCHES UP TO 8FT	1		1										
REMOVE EPICORMIC GROWTH FROM TREES	1		1										
PRUNE INTERNAL HEDGES	2		1							1			
HALF MOON GRASS EDGES	2		1										
CLEAR MOSS OFF PATHWAYS USING MECHANICAL BRUSH / CHEMICAL	3		1									1	
GRIT HEARSE ROUTE AND TOP CAR PARK AS AND WHEN NECESSARY	When Required												
SNOW CLEAR ALL HARDSTANDING AREAS AS AND WHEN NECESSARY	When Required												



### PLAN REFERRED TO



- Excluded from contract
- Boundary excluded from contract

**Rotherham**  
Metropolitan  
Borough Council  
Environment &  
Development Services

Title: Hugh Road Cemetery, Ransmarsh - Boro

Title Ref: R8

AREA EDGED RED  
21543 Square metres  
7.78 Acres  
or thereabouts

Scale: 1:5000    Date: 20/05/20

## Greasbrough Lane Cemetery

### In Year Projects 2024-2025

#### Tree areas in the site

There are some areas within the site that have numerous trees planted, the aim is to have all these identified areas, finished and topped up with wood chippings to help with the overall presentation of the site. This will also help encourage some growth of mushrooms as well as creating new wildlife habitats. The wood chips are repurposed from any trees that are cut back or removed as part of the operational tree works schedule.

#### Natural Burial Area

Due to water issues in the past, several test digs took place last year to get a better understanding of the current state of the ground, and whether this is still suitable for burial. This was completed by the end of September, and the outcome suggested that this area is not suitable for natural burial. However, this section can still be used to promote wildlife within the cemetery, by potentially creating a small meadow area with wildflowers and a communal bench as there is already access down to this section.

### Future Projects 2024-2027

#### Establish a Friends of Greasbrough Lane

There is already an established friends' group that look after Haugh Road and High Street Cemetery. Dignity will look at reaching out to the community again to try and establish a group that will be able to get involved with Greasbrough Lane and Greasbrough Town Lane. New posters will be made and added into the notice boards, as well as through the crematorium and on social media.

### Routine Maintenance

Haugh Road Cemetery 2023/2024		WINTER		SUMMER								WINTER	
Job Description	Indic Freq	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
RIDE ON MOW GRASS AREAS	16			1	2	2	2	2	2	2	2	1	
STRIM OBSTACLES AND GRASS EDGES	16			1	2	2	2	2	2	2	2	1	
SWEEP/ BLOW PATHS AND KERBS NEAR GRASSED AREAS	16			1	2	2	2	2	2	2	2	1	
APPLY HERBICIDE SPRAY AROUND OBSTACLES/HEADSTONE STRIPS/SHRUB BEDS	6	1	1	1							1	1	1
LIFT LOW BRANCHES UP TO 8FT	1		1										
REMOVE EPICORMIC GROWTH FROM TREES	1		1										
PRUNE INTERNAL HEDGES	2		1							1			
HALF MOON GRASS EDGES	2		1										
CLEAR MOSS OFF PATHWAYS USING MECHANICAL BRUSH / CHEMICAL	3		1									1	
GRIT HEARSE ROUTE AND TOP CAR PARK AS AND WHEN NECESSARY	When Required												
SNOW CLEAR ALL HARDSTANDING AREAS AS AND WHEN NECESSARY	When Required												

## Wath Cemetery

### In year Projects 2024-2025

#### Wath Cemetery Expansion

Dignity’s planning consultants have submitted a pre-application to The Council to expand Wath Cemetery, with a full planning application approved October 2023. This is still with the contractor and updates will be given, so the community will be aware of the works to proceed. Dignity have looked into sourcing other local businesses to get other quotes for the works, and these were reviewed and discussed with the properties team. A company have now been sourced to carry out the works for the expansion and works to be scheduled and completed by the end of 2024.

### Future Projects 2024-2027

#### Roads and Paths

Dignity have undertaken a site survey of the roads and paths within Wath Cemetery, the survey highlighted all areas of the Cemetery that needed resurfacing, repairing, and improving where required. The commencement of the works to improve the condition of the roads and footpaths will be scheduled, and timescales and dates will be published once these have been established.

### Routine Maintenance

Wath Cemetery 2023/2024														
Job Description	Indic Freq	WINTER		SUMMER								WINTER		
		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
RIDE ON MOW GRASS AREAS	16			1	2	2	2	2	2	2	2	2	1	
STRIM OBSTACLES AND GRASS EDGES	16			1	2	2	2	2	2	2	2	2	1	
SWEEP/ BLOW PATHS AND KERBS NEAR GRASSED AREAS	16			1	2	2	2	2	2	2	2	2	1	
LEAF CLEARANCE ROADS/PATHS/GRASS AREAS	6	1	1	1								1	1	1
APPLY HERBICIDE SPRAY AROUND OBSTACLES/HEADSTONE STRIPS/SHRUB BEDS	4			1		1			1		1			
LIFT LOW BRANCHES UP TO 8FT	1		1											
EDGE SHRUB BEDS	1		1											
DEAD HEAD ROSES	1		1											
SOFT PRUNE ROSES	1		1											
HARD PRUNE ROSES	1		1											
PRUNE INTERNAL HEDGES	2				1					1				
HALF MOON GRASS EDGES	1	1												
CLEAR MOSS OFF PATHWAYS USING MOSS BRUSH / CHEMICAL	2		1										1	
GRIT HEARSE ROUTE AND TOP CAR PARK AS AND WHEN NECESSARY	When Required													
SNOW CLEAR ALL HARDSTANDING AREAS AS AND WHEN NECESSARY	When Required													

Wath Cemetery Expansion



## Masbrough Cemetery

### In year Projects 2024-2025

#### Burial Capacity

Dignity will attend the site with Glendale, to assess the areas which can be used as burial land within Masbrough Cemetery. This info will be incorporated into the already existing operational plan.

#### Vehicle access

Dignity to look at ways to manage vehicle access within the site, as issues still present of people using the site as a car park during school run hours as well as outside the cemetery. This can cause access issues to anyone wishing to visit the cemetery alongside staff members. Further discussion with the school will take place to understand options which do not create additional issues and hazards in the area.

### Future Projects 2024-2027

#### Roads and Paths

Dignity have undertaken a site survey of the roads and paths within Masbrough Cemetery, as with all other sites, this survey highlighted all areas within the cemetery that needed improving. The commencement of these works will be scheduled in, and timescales and dates will be published once these have been established.

#### Japanese Knotweed on site

Dignity and Glendale devised a plan to tackle the onsite Japanese Knotweed, and to dispose of this correctly. The treatments will take place in August 2023, 2024, 2025. Any knotweed will be monitored during the treatment process for 2 years following a successful treatment of the knotweed. First treatment on 11/09/2023 and the next treatment scheduled in for 11/09/2023.

**Routine Maintenance**

Masbrough Cemetery 2023/2024														
Job Description	Indic Freq	WINTER		SUMMER								WINTER		Comments
		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
RIDE ON MOW GRASS AREAS	16			1	2	2	2	2	2	2	2	2	1	
STRIM OBSTACLES AND GRASS EDGES	16			1	2	2	2	2	2	2	2	2	1	
SWEEP/ BLOW PATHS AND KERBS NEAR GRASSED AREAS	16			1	2	2	2	2	2	2	2	2	1	
APPLY HERBICIDE SPRAY AROUND OBSTACLES/HEADSTONE STRIPS/SHRUB B	2	1											1	
APPLY HERBICIDE SPRAY AROUND OBSTACLES/HEADSTONE STRIPS/SHRUB B	3			1				1				1		
LIFT LOW BRANCHES UP TO 8FT	1											1		
REMOVE EPICORMIC GROWTH FROM TREES	1											1		
CULTIVATE SHRUB BEDS	1												1	
EDGE SHRUB BEDS	1												1	
PRUNE INTERNAL SHRUBS	1												1	
PRUNE INTERNAL HEDGES	1										1			
HALF MOON GRASS EDGES	1												1	
CLEAR MOSS OFF PATHWAYS USING MECHANICAL BRUSH / CHEMICAL	2		1										1	
GRIT HEARSE ROUTE AND TOP CAR PARK AS AND WHEN NECESSARY	When Required													
SNOW CLEAR ALL HARDSTAN DING AREAS AS AND WHEN NECESSARY	When Required													



## Greasbrough Town Lane

### In year Projects 2024-2025

#### **Burial Capacity**

Dignity have already looked into potential burial land for this site with details mentioned within the 35 Year Strategic Burial Plan. More detail will be given within the Operational Plan. Dignity and Glendale will be doing site visits, to look at the feasibility of the potential land outlined within the 35 Year Plan.

### Future Projects 2025-2027

#### **Establish a Friends of Greasbrough Town Lane**

There is already an established friends' group that look after Haugh Road and High Street Cemetery. Dignity will look at reaching out to the community again to try and establish a group that will be able to get involved with Greasbrough Lane and Greasbrough Town Lane. New posters will be made and added into the notice boards, as well as through the crematorium and on social media. Dignity had an onsite meeting at Town Lane Cemetery in order to start getting a friends group together, an initial meeting 11.07.24.

#### **Roads and Paths**

Dignity had a survey of the roads and paths within this Cemetery, and the works were completed throughout this site. However, there is one pathway that was left. Dignity is working at looking to get this path refurbished, due to protruding roots from the nearby trees. This has been a common topic for discussion with the community. Discussions are to be had with the properties team and establish a plan of action that can get this rectified in the coming years. Dignity chased with the new facilities manager on 06/03/2024, to get a better understanding on why this path was left when the path works were being done in the Cemetery. Dignity will also discuss with properties, the feasibility of getting this path done in line with the other paths throughout.

**Routine Maintenance**

Greasbrough Cemetery 2023/2024		WINTER		SUMMER								WINTER	
Job Description	Indic Freq	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
RIDE ON MOW GRASS AREAS	16			1	2	2	2	2	2	2	2	1	
STRIM OBSTACLES AND GRASS EDGES	16			1	2	2	2	2	2	2	2	1	
SWEEP/ BLOW PATHS AND KERBS NEAR GRASSED AREAS	16			1	2	2	2	2	2	2	2	1	
LEAF CLEARANCE ROADS/PATHS/GRASS AREAS	4	1	1									1	1
APPLY HERBICIDE SPRAY AROUND OBSTACLES/HEADSTONE STRIPS/SHRUB BEDS	3			1				1			1		
LIFT LOW BRANCHES UP TO 8FT	1		1										
REMOVE EPICORMIC GROWTH FROM TREES	1		1										
DEAD HEAD ROSES	1										1		
SOFT PRUNE ROSES	1			1									
HARD PRUNE ROSES	1										1		
PRUNE VARIOUS OTHER SHRUBS	1		1										
PRUNE INTERNAL HEDGES	2				1					1			
HALF MOON GRASS EDGES	2	1											1
CLEAR MOSS OFF PATHWAYS USING MECHANICAL BRUSH / CHEMICAL	2		1									1	
GRIT HEARSE ROUTE AND TOP CAR PARK AS AND WHEN NECESSARY	When Required												
SNOW CLEAR ALL HARDSTANDING AREAS AS AND WHEN NECESSARY	When Required												



## High Street Cemetery, Rawmarsh

### In Year Projects 2024-2025

#### Green Paths/Mowed Paths

All green paths to be seeded and returned to nature. Site inspections have taken place to highlight which paths will be left to nature. Green paths have now been recognized and highlighted and plans in place to get these areas seeded and soiled in March-April 2024. Glendale have mowed in paths through the cemetery to make access better for visitors. This was last done on 21.05.2024.

#### Historic Cobbled Paths



Dignity have gained the support from Community Payback Services in order to get the cobbled paths uncovered and cleaned throughout the site. The works have now been completed and this has made a drastic difference to the site. The council employed some contractors to do some work in the bottom half of the Cemetery, alongside this, the same contractors also laid a new path along this bottom section, which continue from the already existing cobbled path. This will now greatly improve maintenance throughout the Cemetery, and Glendale will continue to keep these paths Clear.

#### Nettle Clearance and Central Clearance

A Glendale have been into the site and cleared the nettles around the perimeter, as well as doing clearance within the central section of the cemetery as scheduled in within the maintenance plan which was agreed with The Council in 2022. The central section was to be left to nature, and only having the scheduled cuts take place throughout the year.

#### Use of Chopped Down Tree

Within the cemetery there is a tree trunk that is laid down and has been cut into sections. The plan looks to be that this was going to be removed section by section. However, there are many ways in which this tree can be used. Ideas have been shared within the Friend Group meetings, about turning this into a home for insects and other wildlife, by drilling holes into the wood. There have been further discussions with Glendale about slicing up the logs and giving away to local communities/advertising as free fire wood, or using the wood for artists sculptures and carvings throughout the site and possible the other sites.

## Future Projects 2025-2027

### Overgrowth Around Graves and perimeter

There are a few memorials around the perimeter that have been taken over by overgrowth. We will work with the community and Glendale to help uncover some of these Memorials. The Friends of Rawmarsh are going to provide a key list of memorials to Dignity, which can be passed onto Glendale for clearance. Several of the memorials have local historical significance. Any graves within the central area of the cemetery can be cleared alongside grass paths mown up to the memorials of interest. Glendale are on track with clearing the overgrowth in each section of the Cemetery, and have already cleared the 5th new Section, this will now be on track for earlier completion.

### Self-sets tree growth within the cemetery

The community have raised concerns regarding self-set tree growth in the area, which have causing damage to the memorials located within High Street. Dignity will meet with the friend's group and Glendale, to highlight the memorials where the self-sets have created this problem. There are some memorials which are worse than others, so these will be the focus to begin with. The aim is to have all of these removed where possible by 31/12/2027. This can be a project where the community can work together to achieve.

### Historical Memorial



There is a memorial located near the entrance of the Cemetery, which has some historical value to the community. It has been discussed with the friends' groups about the possibility of having this fixed. The friends of Maltby Cemetery have worked with the local councillors to achieve a similar project on a grave of historical importance within the Community of Maltby. Dignity will do another assessment of the memorial, to get a better understanding about the works that would need to be carried out in order to renovate and get this memorial fixed.

This grave is quite a large memorial, so the proper assessments will need to be carried out by a licenced memorial technician or stone mason.

Once the assessment of this memorial has been done, Dignity can work with the community to create a project for the renovations of the memorial.

**Routine Maintenance**

High Street Cemetery 2023/2024														
Job Description	Indic Freq	WINTER		SUMMER								WINTER		Comments
		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
RIDE ON MOW GRASS AREAS (FULL SITE CUT)	1										1			
RIDE ON MOW GRASS PATH AREAS	4			1		1		1		1				
STRIM OBSTACLES AND GRASS EDGES	5			1		1		1		1	1			
SWEEP/ BLOW PATHS AND KERBS NEAR GRASSED AREAS	5			1		1		1		1	1			
LEAF CLEARANCE	1		1											
CLEAR MOSS OFF PATHWAYS USING MECHANICAL BRUSH	1		1											
MANAGE GROWTH ON PERIMETERS	2		1								1			
LIFT LOW BRANCHES UP TO 8FT	WHEN REQUIRED													
REMOVE EPICORMIC GROWTH FROM TREES	WHEN REQUIRED													
APPLY HERBICIDE SPRAY AROUND OBSTACLES	0													
APPLY HERBICIDE SPRAY TO BUILDING LINES, PATHS, AND CAR PARKS	0													

Green Paths

