

Report No:	RMCB11-11-09
File No:	
Date:	27 October 2011
Information Only – no decision required	

REPORT SUMMARY

Report to: Motueka Community Board
Meeting Date: 8 November 2011
Subject: Cemetery Standard Operating Procedures – RMCB11-11-09
Report Author: Beryl Wilkes, Reserves Manager

EXECUTIVE SUMMARY

In 2009 the Cemetery Standard Operating Procedures were adopted by Council. This document includes Section 7: Memorials for Graves which describes the process for memorial installation, memorial maintenance and specifications for heights etc. It has omitted to mention that Blocks III and IV in Motueka Cemetery have a restriction on memorial size. Motueka Cemetery is the only cemetery with this restriction. We also need to add the size restriction for memorials in Natural Burial Areas.

RECOMMENDATION/S

That the Motueka Community Board supports the alteration to the Council Cemetery Standard Operating Procedures to include the size restriction on memorials in Blocks III and IV in the Motueka Cemetery along with the memorial size restriction in Natural Burial Areas.

DRAFT RESOLUTION

THAT the Motueka Community Board receives the Cemetery Standard Operating Procedures 2009 Report MCB11-11-09 and supports the recommendation.

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1. PURPOSE

- 1.1 To inform the Motueka Community Board of the omission from the Cemetery Standard Operating Procedures 2009 of the memorial size restriction for Blocks III and IV in the Motueka Cemetery and the Natural Burial Areas.

2. BACKGROUND

- 2.1 In 2009 the Cemetery Standard Operating Procedures were written outlining the procedures for a burial and ash interment, memorial installation, and general information regarding the facilities at each cemetery.
- 2.2 These procedures also included the information regarding Natural Burial Areas. At that time much of the discussion around the procedures was about this new service Council was to provide.
- 2.3 As Motueka Cemetery is the only cemetery with a memorial size restriction this was overlooked.

3. PRESENT SITUATION/MATTERS TO BE CONSIDERED

- 3.1 As the Procedure document stands a memorial of up to 1.2 metres high and 500 mm wide could be installed in Blocks III and IV of the cemetery in among the plinth type memorials that are mainly 300/450 mm high and 400 mm wide. The plinths all look very regular and even - to have large upright memorials in this area would not look appropriate.
- 3.2 Although Block I has no restriction the front rows have smaller size upright memorials to about 650/700 mm high and 450/500 mm wide. However the newer rows to the back have increasingly full size memorials.

- 3.3 Block II is the lawn area with the RSA area taking up the next two blocks.
- 3.4 Blocks V, VI and VII would be established with memorials as per the procedures.
- 3.5 Although Section 6 Natural Burial Areas states the type of memorial allowed in those areas, there is no note of this restriction in Section 7 so a note of this should also be added to Section 7 at this time.

4. PROPOSAL

- 4.1 To alter the Cemetery Standard Procedures to include the size restriction on memorials in Blocks III and IV of the Motueka Cemetery along with the memorial restriction in Natural Burial Areas.

5. RECOMMENDATION/S

- 5.1 That the Motueka Community Board supports the alteration to the Council Cemetery Standard Operating Procedures to include the size restriction on memorials in Blocks III and IV in the Motueka Cemetery along with the memorial size restriction in Natural Burial Areas.

6. DRAFT RESOLUTION

THAT the Motueka Community Board receives the Cemetery Standard Operating Procedures 2009 Report MCB11-11-09 and supports the recommendation.

Appendices:

Section 7 Cemetery Standard Operating Procedures 2009.
Aerial Map of the Motueka Cemetery.

Beryl Wilkes
Reserves Manager