



HEADSTONE INSPECTION POLICY

Version 1: July 2020

ABSTRACT

This Policy sets out the procedure for headstone testing in the Cemetery

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Cemetery Officer

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and in greyscale.

POLICY & PROCEDURE FOR HEADSTONE TESTING

The following procedure is carried out by a trained member of the Town Councils cemetery team in accordance with the directions and guidance with regard to memorial safety.

1, Prepare and maintain a spread sheet detailing monuments. This will have three actions of priority:

- Immediate action required
- Re-inspect in one month
- Re-inspect in six month

The sheet will then consist of the following observations.

- Memorial upright and true,
- Memorial complete,
- Vandalism damage,
- Ground condition,
- Memorial weathering,
- Physical push test 25Kg,
- Joint check,
- Memorial/ Stone condition.

2, Display notices in cemetery notice board and website informing the public that memorial testing is to be carried out, one month prior to work commencing.

3, Headstones will be tested by hand where appropriate (physical push & pull test) any failing this test will be dealt with immediately (made safe). The cemetery officer will contact the original fixing mason to request that necessary remedial work is carried out as soon as possible. There shall be no cost imposed on to the grave owner. The grave owner will usually be notified of this procedure if its possible to do so.

The above procedure should be followed every five years as recommended. Also in addition to the above Peterlee Town Council are registered on the license fixers scheme. This means only registered memorial masons who have successfully completed their NAMM or BRAMM accreditations are allowed to install headstones within Eden Lane cemetery. This ensures that all memorials are fitted to a quality specification based on the NAMM code of working practice and BS 8414.

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