

Tonbridge & Malling Borough Council

MEMORIAL SAFETY POLICY January 2018

The Council's Memorial Safety Policy requires inspections to be undertaken at Tonbridge Cemetery and the Closed Churchyards in Tonbridge every five years. Memorial safety is based on a risk assessment approach. As a priority, this involves identifying those memorials that present an immediate or significant hazard and making them safe. Following inspection, memorials will be assigned to one of four categories:-

Cat.	Condition	Action
1	Unstable and requires immediate attention and temporary stabilisation is considered inappropriate or unfeasible.	In extreme circumstances of immediate danger to the public or persons working in the cemetery, the memorial will be laid down.
2	Unstable and requires immediate attention.	The memorial will be temporarily stabilised by wooden stakes positioned to the rear of the stone and secured with a binder/strap. Care will be taken making sure that no damage is caused to the memorial and all actions will be recorded. A notice will be displayed on/near the memorial warning/advising of its unstable condition.
3	Stable and requires no immediate attention though will require re-inspection prior to next proposed inspection in five years time.	All actions to be recorded and a recommendation be given on the time scale for re-inspection.
4	Stable and requires no attention.	All actions to be recorded and will be re-inspected in no more than five years time.

The categorisation of memorials will be established following an independent inspection of any memorial. Inspections will be carried out in line with the Council's approved 'Testing Policy'.