

6<sup>th</sup> July 2009

**Hand-Dug Graves: Suspension of Service**

The purpose of this letter is to advise you that the Town Council is now having to address the issue of hand-dug graves, following a report from its health and safety consultant at the end of last week.

As we are not at the moment equipped with adequate shuttering and/or shoring to hand-dig graves in a safe manner, we are not in a position to provide that service until further notice. What we can continue to provide, though, are machine-dug graves. Consequently, in the event of your receiving requests for burial in those parts of the London Road Cemetery inaccessible to our machine, we would ask, please, that you make arrangements for the hand-digging of such graves until such time as we are once more in a position to provide a complete service. For our part, we shall ensure in such cases that no grave preparation charges are levied by us and leave you to agree terms direct with your customers.

With that prospect in mind, I should be most grateful to receive a copy of your grave-digging contractor's health and safety policy for our records.

I must apologise for any inconvenience that this temporary suspension of service may cause your firm, but will count on your understanding, as we take steps to address our working practices. Please do not hesitate to contact me, if you need to discuss any part of this letter.

Yours sincerely

Ed Chambers  
Town Clerk