

REPORT TO THE MEETING OF THE EXECUTIVE 4 APRIL 2012

PORTFOLIO: FINANCE AND RESOURCES

REPORT FROM HEAD OF LEGAL, ESTATES AND MEMBER SERVICES

SUBJECT: FEASIBILITY OF A CHAPEL OF EASE AT HALL ROAD CEMETERY, ROCHFORD

1 DECISION BEING RECOMMENDED

- 1.1 That, in view of the costs involved relative to likely income, no provision should be made for a Chapel of Ease in the capital programme at present.
- 1.2 That, as an alternative and in view of the financial implications associated with the building of a Chapel of Ease, capital funding be provided for the construction of a timber framed shelter at the Hall Road Cemetery, Rochford in the sum of £17,500.

2 REASONS FOR RECOMMENDATION

- 2.1 A feasibility study has been carried out (copy appended) which identifies that the capital cost of providing a chapel of ease at the Hall Road Cemetery, Rochford would be between £192,000 and £300,000, depending on the type of construction.
- 2.2 The annual running costs for such a building would be in the region of £15,500. In addition, the capital financing costs of the investment would be a revenue charge of between £14,000 and £21,000 per year, depending on the final cost of the scheme.
- 2.3 The average number of uses of the cemetery (burials and internments of cremated remains) is 120 a year. It could reasonably be expected that no more than 30 of these would make use of the building for a fee.
- 2.4 It is possible, but not certain, that up to a half of the annual running costs could be covered by other uses of the building.
- 2.5 Taking the above into consideration an hourly rate of between £200 and £250 would be needed to cover the annual running costs, without any recovery of capital costs.
- 2.6 Typical rates locally for churches and crematory chapels are £50-60 an hour.
- 2.7 Local undertakers are of the view that a chapel of ease would be nice to have, but would not be used if the charge out rate was more than £50 an hour.

- 2.8 At £50 an hour and 30 hours use a year, income would cover about 10% of building running costs. Even if every user of the cemetery used the chapel, running costs would not be fully recovered.

3 ALTERNATIVE OPTIONS CONSIDERED

- 3.1 As an alternative a shelter could be provided within the cemetery for the use of funeral parties as they arrive in inclement weather. Such a shelter could also be used as a location for quiet contemplation.
- 3.2 Shelter space could be provided for the mounting of monumental plaques, either on the walls or the seating, in order to generate a fee income.
- 3.3 Using a timber type construction for this type of structure could sit well within the setting of the cemetery. Some examples of typical structures are set out in the Appendix.
- 3.4 The Parish cemetery next door has a shelter provided for this purpose.

4 RISK IMPLICATIONS

- 4.1 There is a strong risk that, should a chapel of ease be established at the Hall Road Cemetery, it would be a financial burden at this time.

5 CRIME AND DISORDER IMPLICATIONS

- 5.1 There is a small risk of vandalism if a shelter is provided. However, the Parish Cemetery shelter has no history of significant vandalism.

6 ENVIRONMENTAL IMPLICATIONS

- 6.1 Any construction would accord with all environmental guidance and constructed as far as possible from sustainable products.

7 RESOURCE IMPLICATIONS

- 7.1 If the proposal to generate a full chapel of ease were to go ahead a capital sum would need to be identified.

8 EQUALITY AND DIVERSITY IMPLICATIONS

- 8.1 A shelter would help to make the cemetery more accessible to the elderly and disabled by providing a place to rest and shelter from the weather.
- 8.2 If a chapel of ease was constructed it would be designed to cater for all beliefs and suitable for all disabilities.

I confirm that the above recommendation does not depart from Council policy and that appropriate consideration has been given to any budgetary and legal implications.

SMT Lead Officer Signature: _____

Head of Legal, Estates and Member Services

Background Papers:-

None.

For further information please contact Alan Thomas (Asset Manager) on:-

Phone: 01702 31110

Email: alan.thomas@rochford.gov.uk

If you would like this report in large print, Braille or another language please contact 01702 318111.

Feasibility of a Chapel of Ease at Hall Road Cemetery

Buildings

A number of options have been considered ranging from a traditional construction block built structure, a timber frame structure and smaller shelter type structures.

In the case of the block built and timber frame options the estimate has allowed for the connections of electricity, water and drainage. In these buildings electric heating would be used with a mix of storage heaters to provide background / frost protection with point of use heating to provide the on demand comfort heating.

These buildings would be fitted out to a basic standard, with solid, tiled floors and folding chairs as seating, there will be no altar, although music would be provided using a recorded music system.

In the case of the smaller shelter type buildings, these would have no mains services connected and would have at least one open wall, so that they were not entirely enclosed. There will be provision for using some wall area and the seating as places to rent for memorial plaques.

Building costs

No detailed costings have been obtained for these buildings, to avoid the need at this stage for involving architects and quantity surveyors. Instead, industry standard construction costs have been used. It should be noted that these costs can vary widely depending on the level and standard of finish and fit out actually required. For the traditional and timber frame construction building a footprint size of 20m x 10m has been taken with two subdivided internal rooms, both of 4m x 4m to provide a changing room and a storage space for chairs etc.

Traditional construction

Provision of concrete foundations / slab inc services	£ 20,000
Construction of building based on £1,250/sqm	£ 250,000
Internal fit out inc provision of seats / music etc	£ 20,000
Planning / BC / architectural costs	£10,000
Total	£ 300,000

Timber construction

Provision of concrete foundations / slab inc services	£ 12,000
---	----------

Construction of building based on estimate from Old English Properties – a specialist Oak Frame builder		£150,000
Internal fit out inc provision of seats / music etc		£ 20,000
Planning / BC / architectural costs		£10,000

Total	£ 192,000
-------	-----------

Shelter type building smaller (3.6m)

Provision of concrete foundations / slab inc services	£ 2,000
Construction of structure	£ 15,000
Planning etc	£ 500
Total	£ 17,500

Shelter type building larger (7.0m)

Provision of concrete foundations / slab inc services	£ 4,000
Construction of structure	£ 40,000
Planning etc	£ 500
Total	£ 44,500

Running Costs

The annual running costs of either full building type will be indicatively:-

Utilities assuming low level background heat and lights off except external	£ 3,500
Rates and Insurance	£ 3,500
Cleaning and general maintenance	£ 2,500
Annual accrual for long term maintenance, decorations / repairs etc	£ 2,000
Opening / closing preparing for use – assuming one day a week band 3	£ 4,000
Total annual running costs	<u>£15,500</u>

The annual running costs of the shelter type buildings will depend upon the type of construction, but would be in the region of £500.

Consultation with undertakers on the likely usage of a Chapel of Rest

All of the undertakers who use the Hall Road cemetery have been consulted on the likely usage of the structure. Three responses have been received, all indicating that there would be some interest in a building of some sort, however the maximum that could be seen as a charge is in the region of £50-60 per hour with the average occupancy time being an hour, including set up.

Necessary charge out cost

The annual usage at Hall Road cemetery averages around 120 operations (burials and cremated remains). On the basis that the Council would attract 25% of these to make use of the facility of a Chapel of Ease this would indicate 30 bookings a year. This recognises that, with cremations, there would have been a service at the crematorium and that a proportion of the burials would have had services at their local churches / chapels. There is also a sizeable number of the users of the cemetery carrying out the interment of ashes without the use of a funeral director or minister and only a funeral director for burials

On this basis the Council would need to charge £500 an hour just to recover running costs with no provision for recovery of capital.

This cost could possibly be halved by seeking sponsorship for memorial wall plaques and from renting the building out as a hall to other organisations, although the attraction of this would be limited by location within the cemetery and remoteness from the town. Even on this basis the Council would still need to rent the building out at between £200 and £250 an hour. The take up on alternative use is also uncertain and may be rather less than 50%.

The way forward

Should the decision be made that a Chapel of Ease building is to be further considered, then a full feasibility study would be necessary involving an architect and a quantity surveyor to develop detailed plans which had been costed in detail and would be available for planning applications. This would require a budget of £7,500 with an output of detailed plans and elevations and a fully costed budget.

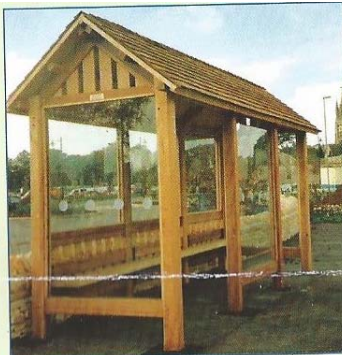
Alternatively, a smaller shelter building could be constructed to provide shelter and a focal or assembly point. A number of different designs could be considered. Some have been attached to show what could be done. If this route was taken it is suggested that the structure should be enclosed on all except one side. This would provide better protection from the weather and provide a platform for memorial plaques, space for which can be rented. Although this could risk vandalism, the shelter in the parish cemetery next door seems to be unaffected.

Typical Shelter type structures

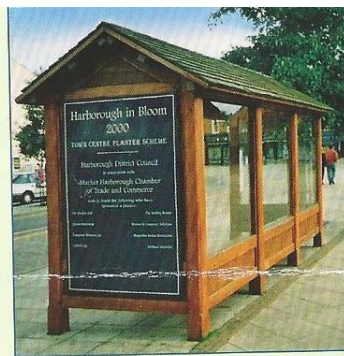




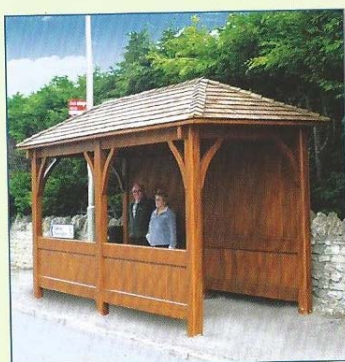
NORFOLK Size: 2.98m x 3.26m
Roof size: 3.46m x 4.625m Height: 3.5m



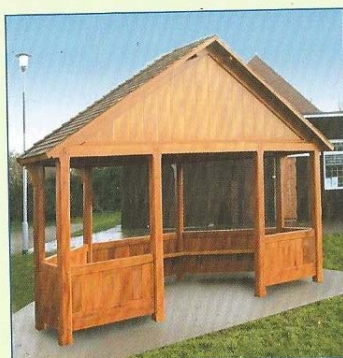
HARBOROUGH Full length glazed
Size: 4.61m x 1.63m Roof size: 5.09m x 2m



HARBOROUGH glazed with waist rail
Size: 4.61m x 1.63m Roof size: 5.09m x 2m



BROMHAM
Size: 1.7m x 4.82m Roof size: 2m x 5.1m



PARK SHELTER
Size: 4.8m x 2.4m Roof size: 5m x 2.8m



COUNTESTHORPE
Size: 2.98m x 1.63m Roof size: 2.15m x 3.46m

OPEN GAZEBOS



2.3m x 2.0m



2.5m x 2.2m



3.0m x 3.0m