

HIGHAM FERRERS TOWN COUNCIL

PROCEDURE FOR REMOVAL OF NON PERMITTED ITEMS FROM THE CEMETERY

- A letter will be sent to the listed plot owner asking for the item to be removed within 4 weeks.
- If the item is not removed, or if Council don't receive a reply within the 4 weeks confirming it will be removed, a second letter will be sent to the listed plot owner again asking for the item to be removed within 4 weeks. A copy of the letter will also be fixed to the grave or cremation plot asking whoever tends the plot to contact the Council. The Council will, where possible, seek a meeting at the Town Hall or schedule a phone call with the plot owner.
- If there has been no contact after another 4 weeks the item will be removed.
- Items removed will be labelled and stored by the council so they can be collected by the plot owners if they wish. A notice will be placed on the plot stating that the items have been removed and will be held in storage for a 9 month period.
- After the 9 month period council will dispose of the items.



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