



# MANAGEMENT OF MEMORIALS – INSPECTION WORKSHOPS

## Course overview

Scope of the problem

Legal/health & safety issues

Inspection of memorials:

- How to start
- Initial inspection
- Inspection forms
- The inspection – visual and physical
- Actions
- Programme of work
- Consecrated ground (England only)
- Other considerations and guidance (MoJ/HSE guidance)

Codes of practice

Registration schemes

Right to erect a memorial

Unauthorised memorials

Practical inspections

Suitable for: anyone involved in managing or working in a cemetery, or with responsibility for cemeteries

Equipment required: the afternoon session will take place in a cemetery, therefore suitable outdoor clothing must be worn, together with safety boots or shoes

## Learning Outcomes

- Knowledge of legal and health & safety issues relating to memorials
- Understanding of sector codes of practice and registration schemes
- Practical skills in testing memorials for safety

Attendance:

£155.00 plus VAT for ICCM members

£195.00 plus VAT for non-members



An ICCM quality onsite training event

Interactive sessions

Learn about the benefits of having a proper system for the management of memorials

Learn new skills

Have your questions answered

## Programme

10.00 Introduction, scope of the problem, legal/health & safety issues

11.00 Short break

11.15 Inspection of memorials

12.00 Codes of practice, BRAMM, right to erect a memorial, unauthorised memorials, questions and discussion

12.30 Lunch

13.30 Practical inspections in the cemetery

15.30 Final questions & conclusion

16.00 Finish

# Booking Form

I wish to attend/have the following attend the ICCM Management of Memorials – Inspection Workshop training course on Monday, 14<sup>th</sup> April 2025 at Witham Town Council, Town Hall, 61 Newland Street, Witham, CM8 2FE

Name 1: \_\_\_\_\_ ICCM Member? Y/N

Name 2: \_\_\_\_\_ Y/N

Representing: \_\_\_\_\_

Email: \_\_\_\_\_  
Confirmation and joining details will be sent by email

Phone No: \_\_\_\_\_

Address for invoice: \_\_\_\_\_

Order No: \_\_\_\_\_

The fee for the training covers attendance, documentation, lunch and refreshments. The fee is £155.00 + VAT for ICCM members and £195.00 + VAT for non-members.

Please do not send cash or a cheque with the booking form – an invoice will be sent to you at the address you give above.

Cancellations and refunds – receipt of the completed booking form is a contract. Cancellations must be made in writing at least 10 working days before the workshop, and will incur a 20% administration fee. Cancellations made after 10 working days before the workshop will not be refunded. No refund will be given for non-attendance. Substitution of delegates at no extra charge may be made by emailing [enquiries@iccm-uk.com](mailto:enquiries@iccm-uk.com). In the unlikely event of cancellation by the organisers, any fees paid will be refunded but no further liability will be accepted. The organisers reserve the right to make changes to the programme, speakers and venue should this be necessary.

Please return completed forms to Julie Darroux at [julie.darroux@iccm-uk.com](mailto:julie.darroux@iccm-uk.com)