

## POLICY REVIEW AND DEVELOPMENT PANEL REPORT

REPORT TO:	Environment and Community Panel		
DATE:	24 <sup>th</sup> February 2026		
TITLE:	Report from the Cemetery Provision Informal Working Group		
TYPE OF REPORT:	Informal Working Group Report to Panel		
PORTFOLIO(S):	Business and Deputy Leader		
REPORT AUTHOR:	Lauren Steele, Democratic Services Officer		
OPEN/EXEMPT	Open	WILL BE SUBJECT TO A FUTURE CABINET REPORT:	Yes – if the Panel decide to make onward recommendations to Cabinet

### **REPORT SUMMARY/COVER PAGE**

<p><b>PURPOSE OF REPORT/SUMMARY:</b></p> <p>At its meeting on 20<sup>th</sup> October 2025, the Environment and Community Panel established an Informal Working Group to look at the provision of the Gayton Road Cemetery. This report presents the findings from the Informal Working Group for the Panel to consider and make recommendations to Cabinet as appropriate.</p>
<p><b>BACKGROUND:</b></p> <p>On 2<sup>nd</sup> September 2025, the Environment and Community Panel considered the original Cabinet Report on the Cemetery provision. The Panel’s recommendations to Cabinet were that they did not support Recommendation 1 in the report, however the Panel did not formulate a counter recommendation for Cabinet to consider.</p> <p>At the Cabinet meeting on 23<sup>rd</sup> September 2025, the Cabinet deferred consideration of the report and referred the matter back to the Environment and Community Panel requesting that it undertake further scrutiny and formulate recommendations to be presented to a future Cabinet meeting.</p> <p>A copy of the Cabinet report is attached.</p>
<p><b>KEY ISSUES:</b></p> <p>At the Environment and Community Panel meeting on 20<sup>th</sup> October 2025, the Panel agreed to establish an Informal Working Group. The Terms of Reference of the Group was to consider the request from Cabinet to undertake further Scrutiny of the Cemeteries Provision Cabinet Report and formulate recommendations for Cabinet to consider.</p>
<p><b>RECOMMENDATIONS:</b></p> <p>The Panel are requested to consider the recommendations from the Informal Working Group below for onward recommendation to Cabinet:</p> <ol style="list-style-type: none"> <li>1. For officers to formally convert grass pathway located in Gayton Road Cemetery into allocated grave spaces which can be utilised for future burials. This additional capacity would allow the Gayton Road Cemetery to remain open for an additional two to three years.</li> <li>2. Further exploration to identify suitable sites that will provide longer term burial solutions within the King’s Lynn area, this should include, but not limited to, revisiting</li> </ol>

the allotment area initially planned for an extension to Gayton Road Cemetery, and the Old Nursey site adjacent to Gayton Road Cemetery.
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<b>REASONS FOR RECOMMENDATIONS:</b>
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To fulfil the Terms of Reference of the Informal Working Group.
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## **REPORT DETAIL**

### **1. Introduction**

The Cemetery Provision Informal Working Group was established by the Environment and Community Panel at its meeting on 20<sup>th</sup> October 2025. The Group's full Terms of Reference is set out below.

"To consider the request from Cabinet to undertake further Scrutiny of the Cemeteries Provision Cabinet Report and formulate recommendations for Cabinet to consider."

### **2. Membership**

Members of the Group are Councillors Collop, Heneghan, Kemp, Kunes (Chair) and Ware.

### **3. Meetings held and topics discussed**

The Informal Working Group has met on three separate occasions. Agendas and Minutes for the meetings are available for Councillors to view on Mod Gov and a summary of topics discussed at the meetings are set out below.

**25<sup>th</sup> November 2025** – Agreeing the Terms of Reference and formulating lines of enquiries.

**8<sup>th</sup> December 2025** – The Group was presented with a list of documents relating to the provision of Gayton Road Cemetery from the Assistant Director for Operations and Commercial which were reviewed by the Group.

**2<sup>nd</sup> February 2026** – The Group considered the data within the documents presented to them and formulated their recommendations back to the Panel.

### **4. Further work of the Informal Working Group**

The Informal Working Group would like to continue to meet to identify suitable sites that can provide long-term burial provision for the King's Lynn area.

### **5. Proposal**

The Informal Working Group ask that the Environment and Community Panel recommend the following to Cabinet.

#### **Recommendations**

1. For officers to formally convert grass pathway located in Gayton Road Cemetery into allocated grave spaces which can be utilised for future burials. This additional capacity would allow the Gayton Road Cemetery to remain open for an additional two to three years.

2. Further exploration to identify suitable sites that will provide longer term burial solutions within the King's Lynn area, this should include, but not limited to, revisiting the allotment area initially planned for an extension to Gayton Road Cemetery, and the Old Nursey site adjacent to Gayton Road Cemetery.