



# CHEL TENHAM

## BOROUGH COUNCIL

### Agenda Supplement

I am now able to enclose, for consideration at the next meeting of the Cabinet on Tuesday, 7th March, 2017, the following reports that were unavailable when the agenda was printed.

8.		<b>PROGRESS UPDATE REGARDING THE NEW CREMATORIUM PROJECT INCLUDING BUSINESS CASE DECISIONS REGARDING ACCESS ROAD AND SECOND CHAPEL OPTION</b> Report of the Cabinet Member Clean and Green Environment	(Pages 3 - 14)

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## Progress update regarding new crematorium project including business case decisions regarding access road and second chapel option

### Appendix 6 – Summary of public consultation

#### 1. Introduction

- 1.1 As set out in the main body of the Cabinet report a public consultation on the concept designs for the new crematorium has taken place.
- 1.2 This report describes the public consultation process and sets out its results. Other consultation undertaken is described in section 8 of the Cabinet report.

#### 2. Approach to consultation

- 2.1 The consultation was based on the current concept designs including the proposals for access roads and the construction of a second new chapel made in the main Cabinet report.

- 2.2 Information boards were displayed:

- in the waiting room at the Cemetery and Crematorium and in the foyer of the Municipal Offices from Monday 27 February to Wednesday 1 March
- on the council's website from Friday 24 February to 10 am on Thursday 2 March

The boards are included as Appendix 7 to the *Cabinet* report.

- 2.3 A public drop-in session was held at the Municipal Offices from 2.30 pm to 7.30 pm on Wednesday 1 March. 43 visitors attended and discussed the options with members of the programme team including the Cabinet Member, the Director of Environment and the Bereavement Services Manager; and representatives of the lead contractor (Willmott Dixon), the architects (Roberts Limbrick) and the project manager (Pick Everard).

- 2.4 The public consultation was promoted through:

- A press release supported by briefings to and interviews with press and radio
- Advertisement at the Municipal Offices and the Cemetery and Crematorium
- Advertisement on the council's website and on Cotswold District Council website
- Frequent social media prompts
- Leaflets delivered to around 600 of the households closest to the Cemetery and Crematorium
- Leaflets distributed at other public and stakeholder events
- E-mails to main stakeholders – funeral directors; ministers, representatives of faith groups, celebrants and organists

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- E-mails to CBC members; Prestbury Parish Council members (via CBC ward members); relevant Tewkesbury Borough Council ward members and Southam Parish Council members.
- Communications with CBC staff and the Tewkesbury planning team

**2.5** All those consulted were invited to complete a questionnaire, available in paper form at the meetings and the places at which plans were displayed and also available electronically on the council's website.

### 3. Consultation Results

**3.1** A summary of the results is set out below:

<ul style="list-style-type: none"> <li>• There were 84 responses to the questionnaire in total, 55 on-line, 29 on paper</li> <li>• 46% of responses judged the design proposals as '5 star' (out of 5), whilst 91% awarded 3 stars or more</li> <li>• 74% agreed with the suggested approach to access roads</li> <li>• 87% agreed with the proposal that a second new chapel should be constructed</li> </ul>
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**3.2** Of those 70 respondents who included their postcodes, 69 were from Cheltenham with a significant bias towards the localities closest to the site of the Cemetery and Crematorium.

**3.3** 9 respondents identified themselves as connected to a bereavement service or business.

#### 3.4 Overall Design

**3.4.1** Respondents were asked to award up to 5 stars to the overall design. 83 respondents gave a clear response.

	Number of stars				
	1	2	3	4	5
Number of respondents	2	6	14	23	38
% of respondents	2	7	17	28	46

**3.4.2** Respondents were asked what they liked about the designs. Typical comments were:

<ul style="list-style-type: none"> <li>• "The natural and traditional use of the local materials"</li> <li>• "Traditional barn structure but internally light and airy. Garden around building."</li> <li>• "They are modern but stylish and sit well within the crematorium grounds sufficiently away from the current chapel so as not to offend that architectural style"</li> <li>• "Design is good for the location as it is unobtrusive. Various sizes of rooms in a good feature. It gives a lovely peaceful space in a country location. I think people</li> </ul>
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will be very impressed.”

**3.4.3** Respondents were asked how the designs could be improved. Typical comments were:

- “The floral display area and remembrance area for the second chapel could be more significant, it appears much smaller than the main chapel facilities”
- “The size of the main chapel appears so large (we know you sometimes need a place for a huge crowd) but by and large the main one that we now have makes it more personal. It looks awful to go to a funeral where it appears hardly anyone is there. Would there be coloured glass in the windows, instead of it looking like a factory and cold. Put love and heart into it”
- “Make more welcoming and comfortable far too 'barn like”
- “Use of some colour for interior design - glass (subtle) in "dovecote" windows.”

### **3.5 Access Routes**

**3.5.1** Respondents were asked whether they agreed with the suggested approach to entrance and exit routes (as set out in recommendation 1 to Cabinet). Of the 80 clear responses 59 (74%) were in favour and 21 (26%) not in favour.

**3.5.2** Those not in favour were given the opportunity to state why. A number of responses focussed on the Bouncer’s Lane entrance, or the proposed entrance route through the crematorium. Typical comments were:

- “The existing narrow entrance from Bouncers Lane is unsuitable for incoming and outgoing traffic. The opportunity should be taken to create a new independent exit, perhaps using the old farm lane behind Ladysmith Road which runs parallel and adjacent to the existing entrance drive.”
- “The entrance route should not be arching via blackberry fields but should use the more direct route, left to right road to the south, passing just north of the existing chapels. This would mean more privacy for the existing housing. It has also been suggested screening the blackberry field area with trees but this would cause undue extreme loss of light and outlook.”
- “A very long entrance proposed when a more direct route is available.”
- “I am retired and have lived on the immediate Bovis estate boundary directly opposite the chapel for nearly 25 years. I am strongly opposed to any proposal which drives all crematorium traffic directly past my back garden (which I use extensively).”

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## Appendix 6 – Summary of public consultation

**3.5.3** Respondents were asked which route for construction traffic they favoured. Three alternatives were set out on the boards. A clear preference was stated by 27 respondents.

Possible construction route	Preferred by
Through cemetery	2
Along southern boundary of cemetery	9
Along southern boundary of cemetery but with link to Imjin Rd along western side of sports field.	16

### 3.6 Second Chapel

**3.6.1** Respondents were asked whether they agreed with the proposal to construct a second chapel (recommendation 4 to Cabinet). 73 (87%) were in favour, 11 (13%) against.

**3.6.2** Those in favour were influenced by the opportunity to think long-term, the disruption of additional building once the new facility is operational and the avoidance of coffin transportation. Typical comments were:

- “Despite the extra expense, it seems better to do it now and get the construction work over and done with.”
- “Better than a piecemeal solution”
- “Makes financial sense and also ensures that the logistics of "processing" the coffins goes smoothly.”
- “The cemetery and crematorium has to become more commercially focussed, new privately owned services have been proposed recently. The Council will need to position itself in the strongest position in an increasing market place.”

**3.6.3** Those not in favour most often referenced the beauty of the existing chapels. Typical comments were:

- “There is nothing wrong with the South Chapel. Many of us have said our goodbyes to loved ones in the South Chapel and for this reason I oppose any proposed change of use.”
- “The second chapel looks like it has been added on; squeezed in as an afterthought. The current south chapel with a little spruce is ideal. It feels intimate and serene. As the name suggests, it is not a dark, cold chapel even when the sun is not out, but when it does, it lifts the spirits. If funeral party is small, you don't feel as if you are rattling within the south chapel. But of course there are times when a larger chapel is required and so a new purpose built chapel is great, but don't lose the heritage of the site.”
- “I believe the public should have the choice of the traditional chapel, as well as the new one”
- “Unnecessary extra expense. £1m could be spent more wisely.”

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## **Appendix 6 – Summary of public consultation**

### **4. Summary**

- 4.1** A wide-ranging consultation on the current conceptual designs has taken place in order to gauge views on the designs and allow modifications before they are included in a planning application. Views will also inform the decisions requested from Cabinet and Council in March 2017.
- 4.2** These views should be considered alongside the other stakeholder responses recorded in the main body of the Cabinet report.
- 4.3** It is clear that support for the designs, the proposed approach to access roads and the construction of a second chapel is widespread.
- 4.4** The number of clear responses to the choice of construction traffic route was low, but indicated a clear desire that the existing cemetery should not be used and a majority in favour of using Imjin Rd.
- 4.5** Nonetheless, there are minorities who expressed different views. These views will be taken into account and considered as potential modifications to the plans.



## Welcome

Thank you for taking the time to attend this consultation event. We hope you find it useful and informative.

Please read the information provided and give feedback using the printed questionnaire or via the website ([www.cheltenham.gov.uk/Cem-and-Crem](http://www.cheltenham.gov.uk/Cem-and-Crem))

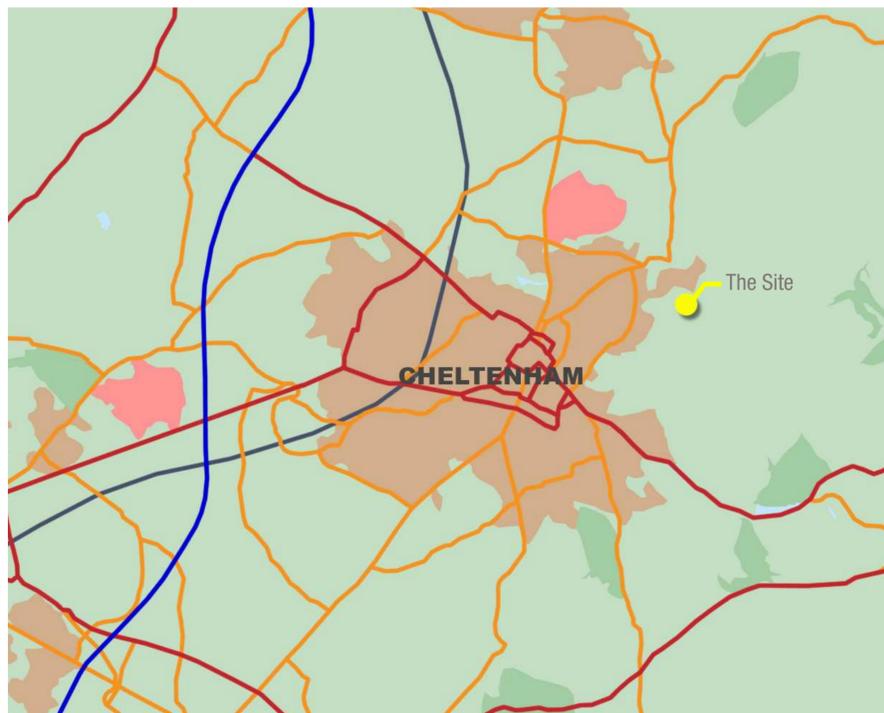
## Background

The site has been used as a crematorium since 1938 when an extension was built onto the original Victorian burial Chapels. While these buildings have undergone some degree of alteration over their history, they are no longer fit for current visitor volumes, as well as crematoria equipment, access and car parking.

A comprehensive study was carried out in 2015 to assess all options for delivering a long term sustainable future for the Cemetery and Crematorium, and how best to serve the communities of Cheltenham and surrounding areas in the future.

Following this study Cheltenham Borough Council decided to build a new Crematorium facility to the immediate east of the existing Cemetery and Crematorium site. This will contain new chapel facilities and crematory as well as associated parking.

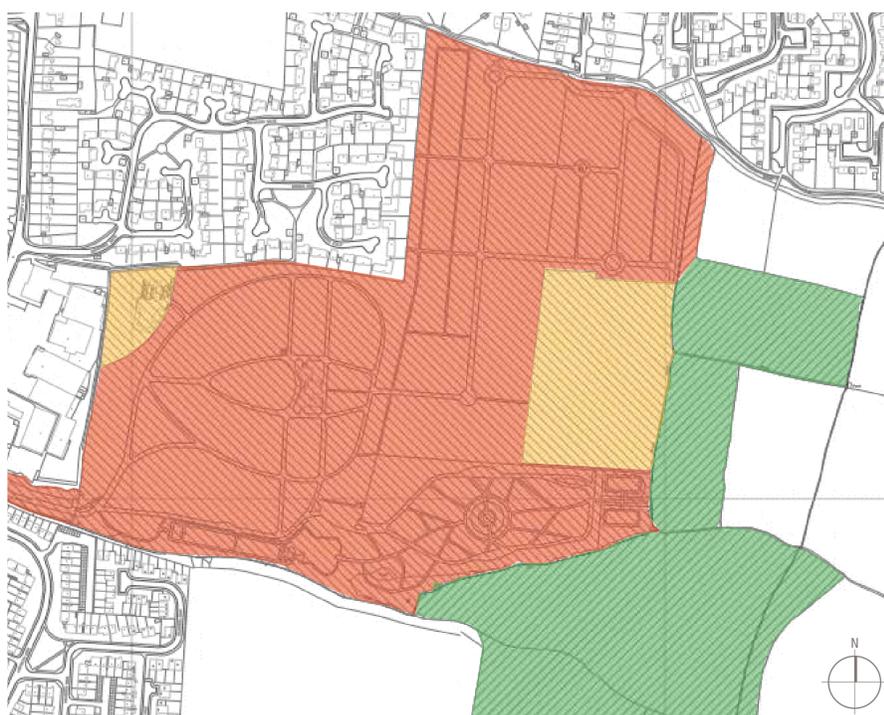
It is intended that the entrance route to the proposed new Crematorium will continue to be via the internal road network past the existing chapels. However, owing to the constraints of the existing Cemetery network, there is a need to provide a new route for visitors to exit the proposed new Crematorium efficiently and safely. In addition, there will need to be a temporary route outside the boundary of the existing Cemetery site for construction traffic during the building programme.



Local diagram



Aerial image



Heritage significance plan

**High significance:**  
The historic core of the site, & areas otherwise of significance, or which have been extensively used for burials, & consequently areas where possible new buildings or major works would be unacceptable in principle.

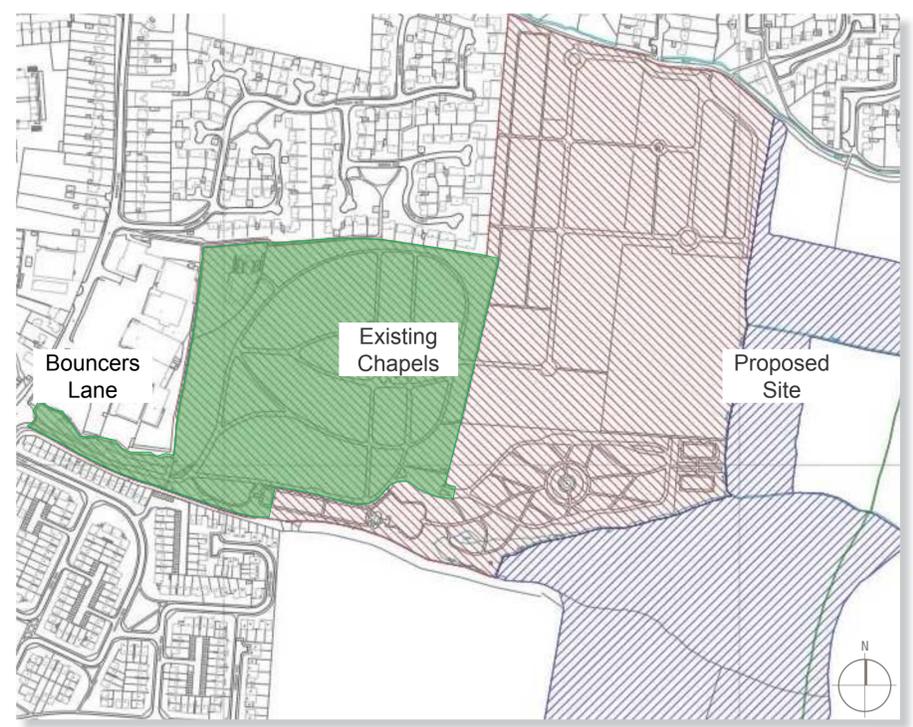
**Medium significance:**  
Areas such as the Nursery, which are historic, but secondary, or limited landscape value, & much altered, or the remaining eastern land, which is just beginning to be used for burials, & which is highly visible from the historic core, where some form of building or proposal may, in conservation terms, be acceptable, subject to scale, form, massing, detailing, landscaping & access routes.

**Low significance:**  
The possible areas of expansion, well beyond the historic core & clear of burials, where a proposed building or proposal is likely to be acceptable in conservation terms, subject to quality of design, scale form, massing, detailing, landscaping, access routes & so forth.



Cheltenham Cemetery and Crematorium has expanded over time in a west-to-east direction, with the more recent memorial areas being added to the east of the original Victorian graveyard.

The historic core of the Cemetery was designated as a Grade II - registered park & garden in March 2003.

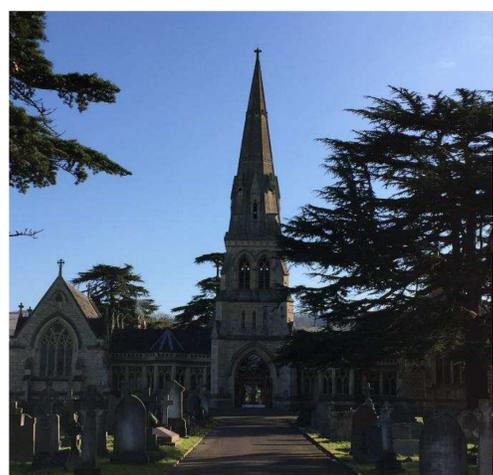


*Figure of the Registered Park & Garden, shaded green*

The proposed site is just beyond the current eastern boundary of the Cemetery grounds, within fields under the control of Cheltenham Borough Council..



*Existing Cemetery chapels*



*West towards the existing chapels*



*Existing road along proposed site*



*North-east towards Cleeve Hill*



*East towards the proposed site*



*Proposed crematorium site looking north-east*



*Proposed car park site looking north-east*



## Entrance Road

The proposed route to the new site is via the internal road that leads past the original north chapel and access into the north-western corner of the top field.

## Exit Road

A number of routes have been considered (see map below)

- Routes through the existing Cemetery are very difficult due to the narrowness of current roadways, the problems in creating new roads within a Cemetery and the need to protect its peaceful environment
- An alternative route across Priors Farm leading to Imjin Road would increase traffic flows through residential areas and at the Priors Road / Imjin Road junction during crematorium operating hours

The exit route that has been selected runs along the southern boundary of the site and would connect back into the existing road near the lodge buildings.

## Construction Traffic Road

Again a number of alternatives have been considered

- Routes through the existing Cemetery will have a huge impact on mourners and may not be possible due to the width of the roadways
- Using the proposed exit road route will create major difficulties and safety issues for traffic entering and leaving the Cemetery during the building period
- Using the route of the exit road with a temporary connection for construction works around the western edge of the playing fields will lead to construction traffic using Imjin Rd

Various studies have been carried out to review the access options including Traffic and Ecological surveys.

Please use the questionnaire to give us your opinions.

- ● ● ● ● Entrance route along existing road network
- ● ● ● ● Exit route along existing boundary
- ● ● ● ● Alternative routes - since discounted



*Proposed site plan illustrating the access road and new crematorium*

## The Site

The site for the new crematorium and parking is located to the eastern edge of the existing grounds on two fields.

These are surrounded by mature hedges and tree belts on all sides with small streams along the southern and western boundaries as well as the dividing east-west hedgerow. The site slopes up generally from the west to east up to the Cotswold escarpment.

## Building a Second Chapel

The site is designed for two chapels with the possibility of holding simultaneous services.

At the time Cheltenham Borough Council decided to invest in a new crematorium the intention was to build only one new chapel and to use one of the current chapels with the possibility of building the second new chapel at some point in the future.

The Council has now looked again at the opportunity to include the second chapel in the initial build. This has some advantages;

- Use of a single location will be less confusing to mourners
- Bringing all operations into one place and not needing coffins to be transported from the old chapel to the new crematorium
- Building now will be much less disruptive to day-to-day services, indeed adding a new chapel at a later date would probably mean a long period of closure

However:

- The current Victorian chapels would not be available for services and may be re-used for other purposes
- The Council would need to invest an additional £1 million at a time when its finances are already under pressure

On balance the proposal is that a second new chapel will be constructed at this time.

## Circulation

The access to the new car park is located off the existing internal road network in the north-west corner of the site. From the parking area wide paths link directly to the entrances and waiting areas for both chapels.

After the service cars would exit back onto the existing road which then connects onto the new exit road to the south.

Separate cortege routes have been discretely incorporated for both chapels.



*Proposed computer generated image of the main chapel approach*



*Proposed site plan*

# Design

The proposed design picks up on the character of traditional barns and appears as a series of connected buildings of different scales, with high quality materials used throughout such as stone, slate and brick.

The scheme also allows for lots of natural light and potential for controlled natural ventilation to a number of the spaces which will help to create pleasant internal spaces.

The existing trees and landscape will give an attractive backdrop to the crematorium as well as screening the proposed building from long distance views.



Proposed computer generated image of the main chapel



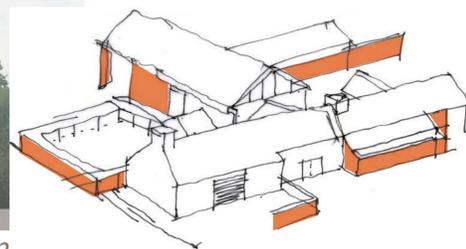
Proposed main chapel (west) elevation



Proposed east elevation



Proposed 2nd chapel (north) elevation



Photographs of the concept model



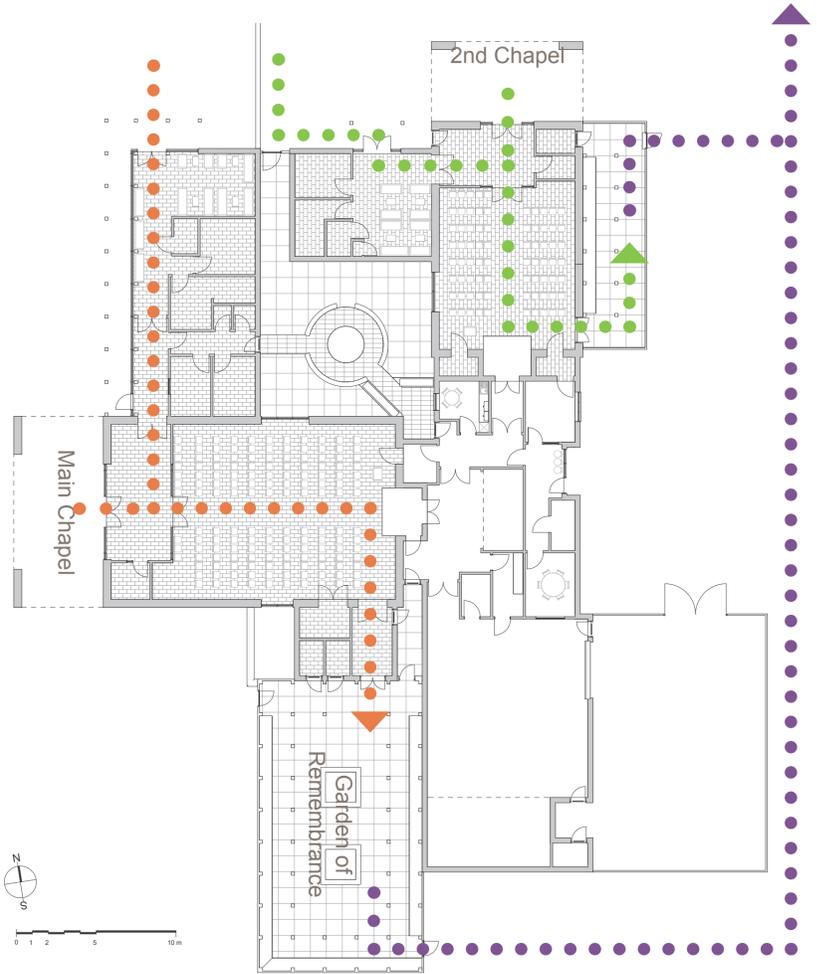
# Layout

The building has been designed to have a very legible arrangement and clear circulation flows throughout. From the car park there is a direct link to the entrances of both chapels and internal waiting room or under the external canopies. The waiting areas have clear views across the Cemetery lawns to the front to see the cortege approaching.

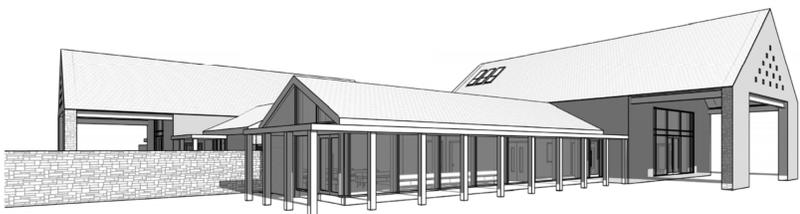
The main chapel is obviously the key space within the whole arrangement with a strong symmetry and focus towards the catafalque on the central axis.

The flow continues into a cloistered external garden space with covered floral display areas around the perimeter. This is a generous open space with further water features and covered floral display areas around the perimeter.

The chapels themselves have been designed with a symmetry and form that feels comfortable but reverent, with pitched roofs and high level windows.



- ▶ Route through main chapel
- ▶ Route through second chapel
- ▶ Boulevard route back to car park



Material example images



Landscape example images



We welcome your feedback on the proposals. Tell us what you prefer, what could we could do better, what you like and what you don't like.

# THANK YOU