
Briefing Note for councillors: An update

Issued to: Burial Committee 24th February 2021

Purpose of Report

To consider the requirements of CCTV at Brent Road and Highbridge Cemetery and to resolve to appoint a contractor

Background

The CCTV hard drive was stolen from Brent Road Cemetery in 2020. It was agreed at the last meeting to look at replacing the system and upgrading the 4 existing cameras. It was also considered to look at installing CCTV at Highbridge Cemetery as it had suffered quite a lot of anti-social behaviour. We have received the insurance pay-out for this hard-drive.

Options

Without any internet service at the three cemeteries, the options are limited.

- 1) There are cameras that work on a SIM card, which could send CCTV footage direct to a mobile phone via an app.
- 2) There are small DVR units that could be hidden from view, with no on-site monitor.

A member of staff could then attend site if an incident occurred, and download the footage on to a laptop for viewing.

- 3) There are small DVR units that could be hidden from view, with no on-site monitor.

A member of staff could then attend site if an incident occurred, and remove the SD card to take back to your office to view.

Requirements

Brent Road Cemetery - the contractors were asked to supply four upgraded cameras in the same / similar positions.

Highbridge Cemetery – the contractors were asked the supply 3 cameras in new locations.

Financial implications

Four quotes were sought but only two received.

Contractor A – Brent Road = £1100 (see attached quote information)
Highbridge = £525 vat? (1 camera)

Contractor B – Brent Road = £392.57 x 4 cameras = £1570.28 (ex vat)
Highbridge = £2518 x 3 cameras (ex vat)

397 - EMR General Maintenance Budget Code

Options/Recommendations

On discussions with Contractor B regarding Highbridge Cemetery, it was felt that to have two cameras installed in the trees would require the cabling to go underground and part under the path, hence the high quotation cost. The benefit gained to the cost of installation would be minimal, however to have one camera facing the office / shed should still be considered.

The meeting to resolve the purchase number of cameras and locations and to agree the funds would be from Earmarked Reserves.

Report author: *Lorna Williams – Deputy Town Clerk*

Report Date: 18th February 2021
