



Institute of Cemetery and  
Crematorium Management

September 2010

Dear Member

**South Eastern Branch Meeting**  
**Saturday 16 October 2010**

On Behalf of the Chairman of the South Eastern Branch, Brian Keep and Debra Herbert-Evers, Bereavement Services Officer of Maidstone Borough Council, I write to invite you to the next meeting of the South Eastern Branch which will take place on Saturday 16 October 2010 at Vinters Park Crematorium, Bearsted Road, Maidstone, Kent.

[http://www.maidstone.gov.uk/community\\_and\\_living/community\\_advice/crematorium\\_cemetery.aspx](http://www.maidstone.gov.uk/community_and_living/community_advice/crematorium_cemetery.aspx)

Please link to [www.multimap.co.uk](http://www.multimap.co.uk) or [www.greenflag.co.uk](http://www.greenflag.co.uk), use the postcode **ME14 5LG** to obtain directions.

Debra and the bereavement team has kindly arranged for Members and their guests to have a tour of the facilities at the Crematorium which has recently installed abatement equipment and new cremators. This is an opportunity for Members and their guests to see how this work has been achieved in a crematory that is relatively small.

In addition to the crematory upgrade Debra and her team have also been involved in relocating the Cemetery and Crematorium Office to a new facility after having converted two unoccupied cottages at the site into a modern office facility for the staff and the users.

Access is very good to this site.

There will be a short presentation at the start of the day explaining how Maidstone Borough Council tackled the projects of abatement installation and the relocation of the administration offices followed by an optional tour.

Members and their guests will be responsible for their own lunch arrangements; however, I am pleased to advise you that there are three local pubs close to the Crematorium. One is located opposite the crematorium at the Notcutts Garden Centre, one is located half a mile away called the Chiltern Hundreds and another pub called The Bull is located about a mile away.

After lunch Members and their guests are invited to the Branch Meeting, which will be held in the Crematorium Chapel to discuss the business of the day.

Once again, a lot of planning goes into making our Branch Meetings successful to host the meeting. I would therefore ask that if you are able to attend that you please contact Stephen Brown for the South Eastern Branch on 01795 538094, email [iccm\\_branchsec@yahoo.co.uk](mailto:iccm_branchsec@yahoo.co.uk) or write to me at 9 Preston Malthouse, St Johns Road, Faversham, Kent ME13 8EZ by Monday 11 October 2010 advising me of your intentions

Yours Sincerely

*Stephen Brown*

**INSTITUTE OF CEMETERY AND CREMATORIUM MANAGEMENT**

Registered Office: ICCM National Office, City of London Cemetery, Aldersbrook Road, Manor Park, E12 5DQ

Tel: 020 8989 4661 Fax: 020 8989 6112 Website: [www.iccm-uk.com](http://www.iccm-uk.com)

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**Stephen Brown FICCM MCMI LCIPD**  
**South Eastern Branch Secretary**

**Itinerary**  
**Saturday 16 2010**

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|--------------|---|
| <b>10.30</b> | Members and guests assemble –Tea and Coffee will be served in the Gathering Hall  |
| <b>11.00</b> | Welcome & Introduction and Presentation by Tim Jefferson, Environmental Facilities Manager followed by a tour of the Crematorium and the Gardens of Remembrance |
| <b>12.30</b> | Lunch at local pubs   |
| <b>14.00</b> | Branch Meeting  |
| <b>15.30</b> | Close Meeting Tea and Coffee will be served prior to departure  |

**SOUTH EASTERN BRANCH MEETING**  
**16 October 2010**

**Agenda**

- 1. Welcome by the Chairman of the Branch**
- 2. Apologies received**
- 3. New Members to the Branch**
- 4. ICCM updated issues**
- 5. Any Other Business**
- 6. Vote of Thanks**
- 7. Close of Meeting**

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