

MINUTES OF MEETING OF CRASTER PARISH COUNCIL
Thursday 21st September 2017

Councillors Present

Chair: Bryn Owen, Vice Chair: Martin Smith

Parish Council members: Elizabeth Pearson, Margaret Brooks, Henry Cummins, Ann Fettis, Mark Green, Rosie Robson, Alan Punton

In Attendance: 2 members of the public

Acting Clerk: Geoff Newcombe

Prior to the meeting a two minute silence was held in memory of former councillor Pauline Baird

2338 Declaration of interests –

Cllr Cummins declared an interest in car parking issues and said he would refrain from discussion and voting on such issues.

2339 Apologies for absence

None

2340 Confirmation of the Minutes for the Meeting of 10th August 2017

The minutes were unanimously accepted as an accurate record of the meeting

Proposer: Cllr Ann Fettis

Seconder: Cllr Margaret Brooks

Unanimous

2341 Matters Arising

- Overhanging trees adjacent to the “Cottage” and the “Archway”
Clerk E-mailed NCC neighbourhood services; they passed to highways; awaiting reply on progress.
- Peoples Petition update – Councillor Owen reported that the next meeting of NCC to consider petition would be 2nd November 2017; but the CPC application will probably not be considered until 31st January 2018 meeting.
- Councillor Brooks reported that the weeds in the gutters had been treated.

2342 Financial matters – (September Financial Statement attached)

a. **Bank Balance** – £20,199.87 on 23rd August 2017

b. **Received since 20/07/2017**

Nil

c. **Spent since 20/07/2017**

NCC (Insurance) - £177.71

Clerk wages & expenses (Jun £265.06 & Jul 2017 £209.14) - £474.20

PAYE (Jun £60.39, Jul £49.04) - £109.43

CCT Hall Hire - £212.00

d. Cheques required

Clerk wages & expenses (Aug 2017: £299.78 - £3.44 correction for PAYE) - £296.34

PAYE (Aug 2017) £69.20

Councillor Smith proposed that a “Forward Plan” be drawn up to assist with financial resource allocation.

Proposer: Cllr Martin Smith

Seconder: Cllr Elizabeth Pearson

Unanimous

2343 Leader Grant – update on present position and future actions

NCC had raised 10 questions regarding details on the application; these had now all been answered to the satisfaction of NCC. The next Leader Grants committee meets on 10th October 2017 for possible sign off.

Councillor Brooks asked if the path would be lit at night; it was confirmed that it would not be, same as existing road.

Councillor Cummins expressed thanks on behalf of the PC for all the good work that Councillor Owen had put into the grant application.

2344 Proposed traffic calming scheme

Scheme already circulated (attached). It was proposed that the Craster PC accept and support the NCC traffic Calming Scheme.

Proposer: Cllr Henry Cummins

Seconder: Cllr Martin Smith

Unanimous

2345 Local Transport Plan

Agree priorities for next year – see discussion paper (attached).

It was proposed that the following three schemes in order of priority be suggested to NCC for the Local Transport Plan:-

1. Provide a footpath along the Bogue Road between Craster and Dunstan;
2. Provide a footpath up Smithy's Bank to Dunstan;
3. Provide a footpath at the top of the bank between the Coastguard premises and the tower.

Proposer: Cllr Martin Smith

Secunder: Cllr Ann Fettis

Unanimous

2346 County Councillor's update –

See report (attached)

2347 Parish Council Clerk/HR Issues

Consider a recommendation on the appointment of a Permanent Clerk

Moved to last item

2348 EJBC (Embleton Joint Burial Committee)

- Consider a recommendation from the Committee to investigate the renovation of Cemetery House for affordable housing. "Green Paper" & "Backup Information" circulated (attached).

It was proposed that Green Paper Option 2 be actioned and that "the EJBC seek a grant to renovate the house and to let it to a local family as an affordable house". It should be noted that the committee is only seeking a decision to pursue the affordable housing option and terminate the sale of the house. Once the position on the costs of renovation and the position on the grants is known a full financial statement will be prepared and a proposal made for approval by the three Parish Councils.

Proposer: Cllr Martin Smith

Secunder: Cllr Mark Green

Unanimous

- Cemetery condition and actions taken – A site visit was made to the cemetery on 30th August 2017 with the County Councillor and aggrieved parishioners' regarding standards of maintenance. At a subsequent meeting between the Chair, Clerk and the contractor it was apparent that an employee/sub-contractor had been offered a trial on a new type of ride on mower. He tried the new mower out on the morning of Saturday 26th August 2017 and either the new cutter or the strimmer threw wet grass up in the air and it subsequently stuck to the surfaces of some of the marble memorials. It was not possible to tell whether the movement of some of the smaller memorials had been caused recently, however some were loose and were straightened.

The following course of action is proposed:-

- The contractor will endeavour to undertake the cutting and strimming himself to ensure a high quality of finish;
- The "trial" mower will not be used again;
- The contractor has been authorised to undertake extra cuts to the grass as necessary in the peak growing season;
- The members of the committee will make regular visits to monitor standards of maintenance;
- If a memorial stone has moved off vertical through settlement a plot owner can contact the contractor and make arrangements to have any settlement infilled, or via a Monumental Mason.

Councillor Pearson suggested that a Friends of Spitalford Cemetery might be set up to tidy up and ensure a high standard of presentation. It was appreciated that this may involve further risk assessment and have insurance implications. The idea will be passed to the EJBC for feasibility.

2349 Planning Matters

17/01137/FUL - Land East of Howick Scar, Craster, Northumberland – Provision of second dwelling for farm worker's dwelling (as amended 15/05/17). Permission has been granted.

2350 Training and Conferences

- Town and Parish Council Conference; 5th October 2017 @ County Hall, Morpeth
Councillor Rosie Robson to attend.
- NALC AGM Saturday 7 October 2017 at the Pegswood Community Hub
No delegate nominations
- NCC/PC joint meetings – N N/land 19th October 2017
No delegate nominations
- NALC requests for training programme for rest of 2017 and first part of 2018

Previous requests were not actioned; to await new training programme

- NALC - Introduction to Local Councils – Dinnington, Newcastle, Tue 26 September 2017 19:00 – 21:00 BST; £10.00.
Councillor Rosie Robson to attend.
- Area of Outstanding Natural Beauty (AONB)
Councillor Rosie Robson to attend.

2351 Craster Community Trust (CCT)

- Request for financial contribution to new CCT notice board – Invoice attached
Following discussion it was decided to ask the clerk to contact the CCT to obtain quotes for supply of 4 or 5 notice boards to enable the PC and CCT to have adequate shared coverage throughout the parish. The CCT to obtain three competitive quotes for consideration at a future meeting.
- CCT website and new e-mail system
Nothing to report – await appointment of permanent clerk
Councillor Mark Green to explore provision of WIFI in Memorial Hall for use of PC and possibility of Transparency Grant.
- PC representative
No Report on the activities of the CCT until after their next meeting.

2352 Howick boundary change

Lord Howick may be interested; to speak with Jack Haughey to explore issues.

2353 Correspondence received

- Circulated by e-mail
- Late BDO (annual Return Auditors) response; CPC audit will be endorse with a statement regarding late submission of return.

2354 Community Governance

No update

2355 National Trust/English Heritage Parking

Councillor Owen is trying to make an appointment with National Trust to discuss.

2356 Councillor Portfolio

To be discussed at next meeting

2357 Information Share

None

2358 Items for Next Agenda

Proposed change to SO's to agree end time for meetings/new ways working to clear agenda items in shortened timescale.

PC Policy Checklist.

Councillor Portfolio.

Christmas tree; quotes for supply of 15' tree (Councillor Smith).

2359 Parish Council Clerk/HR Issues

It was proposed that the public be excluded under the Public Bodies (Admission to Meetings) Act 1960; S1 from the remainder of the meeting so that confidential Human Resources issues could be discussed privately.

Proposer: Cllr Ann Fettis

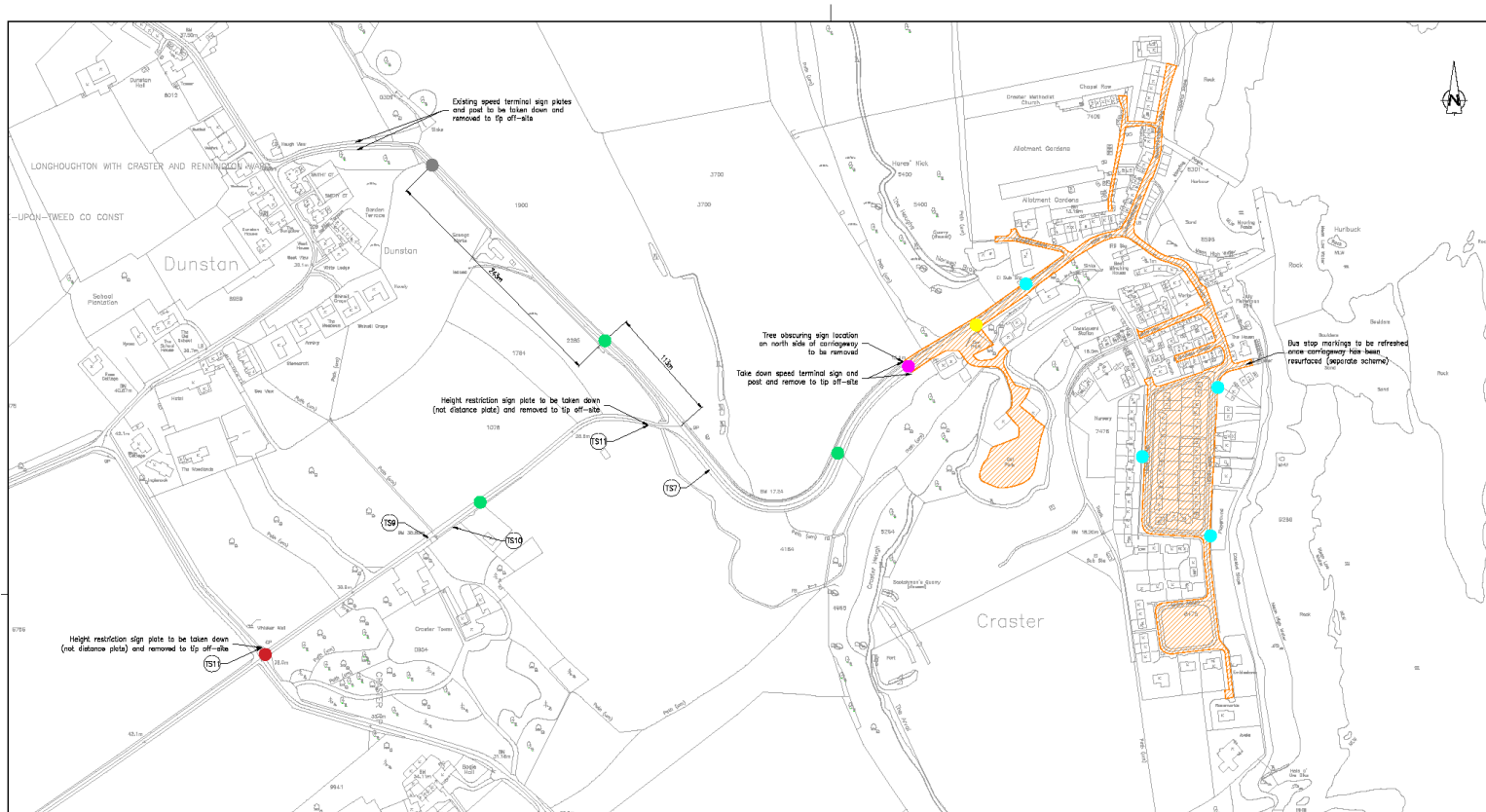
Seconder: Cllr Mark Green

Unanimous

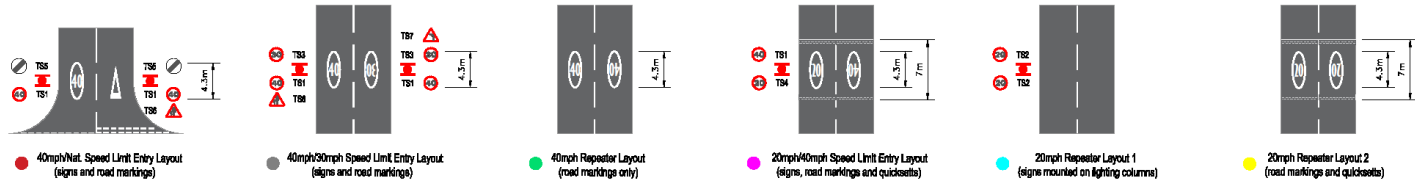
2360 Date and Time of Next Meeting

The next meeting of the Council is to be held at 7.15pm on 19th October 2017.

RECEIPTS and PAYMENTS ACCOUNT		Craster PC 2017/18		
Craster Parish Council - Financial Position @ 15th September 2017				
RECEIPTS				This Year
		Precept		£ 3,000.00
		Bank/VAT		£ 11,115.50
		Refunds		£ 550.00
		Misc		£ 38.39
		TOTAL RECEIPTS		£ 14,703.89
PAYMENTS				This Year
		Salary		£ 888.57
		HMRC		£ 221.20
		Grants/ Donations		£ 956.34
		Travel		£ 51.30
		Postage Etc		£ 5.79
		Burial Cmttee		£ -
		Admin		£ 262.98
		Misc		£ 257.60
		VAT		£ 192.41
		Bank		£ -
		TOTAL PAYMENTS		£ 2,836.19
		Increase/Decrease in Funds		£ 11,867.70
9,871.61		Funds at start of the year		9,871.61
		Funds at end of the year		£ 21,739.31



CONTRACT DRAWING No.	101		
	A1		
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NOTES 1. THIS DRAWING IS TO BE READ IN CONJUNCTION WITH DRAWING HF163501-13/02. 2. ALL C2 INFORMATION IS SAVED IN THE FOLLOWING LOCATION IN THE PROJECT FOLDER: SCHEME/PROJECT 13 OF LOCAL SAFETY SCHEMES/HF163501 - Rural Roads/HF163501 - 13 Craster Village.			
KEY 			
ORIGINAL ISSUE	M1 AUG17 A		
REVISION	N/A		
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Drawing Status: CONTRACT			
Client: NORTHUMBERLAND COUNTY COUNCIL COUNTY HALL, MORPETH NORTHUMBERLAND, NE31 2EP TEL 01610 333000			
Job Title: CONSTER SPEED REDUCTION MEASURES			
Drawing Title: SCHEME LAYOUT			
Scale: 1:2000			
TECHNICAL SERVICES			
Drn	Date	Drawn	Checked
M	AUG16	GM	GM
Drawing Number: HF163501-13/01		Rev: A	
Job Number/Rev Number: HF163501-13		Rev:	



SIGN/ROAD MARKING LAYOUTS

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NOTES

1. THIS DRAWING IS TO BE READ IN CONJUNCTION WITH DRAWING HF183501-13/01.
2. ALL NEW SIGNS AND ROAD MARKINGS ARE TO BE IN ACCORDANCE WITH TSRD 2016.

NEW TRAFFIC SIGNS SCHEDULE											
REF	TSR/CD SIGN NO	"H" HEIGHT (mm)	LESEKO	NO	SURFACE	APPROX. SIZE (mm)	POST DIA. (mm)	POST LENGTH (m)	NO. POSTS	MOUNTING HEIGHT (m)	REMARKS
TS1	SCH 10 PART 2 (B70)	-		5	CLASS R2	600 x 600	78	3.3	1	2.1	SIGN TO BE MOUNTED ON NEW POST BACK TO BACK WITH SIGN REF T58 AND T53. EXISTING SIGN REF T58 SOME LOCATIONS ONLY.
TS2	SCH 10 PART 2 (B70)	-		8	CLASS R2	300 x 300	-	-	-	2.1	SIGN TO BE MOUNTED IN PAIR BACK TO BACK ON LAMPING COLUMNS (4 LOCATIONS).
TS3	SCH 10 PART 2 (B70)	-		2	CLASS R2	600 x 600	-	-	-	2.1	SIGN TO BE MOUNTED ON POSTS FOR SIGN REF T51 BACK TO BACK WITH SIGN REF T51.
TS4	SCH 10 PART 2 (B70)	-		1	CLASS R2	600 x 600	-	-	-	2.1	SIGN TO BE MOUNTED ON EXISTING POST BACK TO BACK WITH SIGN REF T51.
TS5	SCH 10 PART 2 (B71)	-		2	CLASS R2	600 x 600	-	-	-	2.1	SIGN TO BE MOUNTED ON POSTS FOR SIGN REF T51 BACK TO BACK WITH SIGN REF T51.
TS6	SCH 2 PART 3 (S44.1)	-		2	CLASS R2	600 x 600	-	-	-	1.5	SIGN TO BE MOUNTED ON POSTS FOR SIGN REF T51 EXISTING SIGN REF T51 (SEE LAYOUT DETAIL).
TS7	SCH 2 PART 3 (S44.1)	-		1	CLASS R2	600 x 600	78	3.3	1	2.1	SIGN TO BE MOUNTED ON NEW POSTS IN A LOCATION THAT GIVES THE BEST VIEWERS BETWEEN THE POSTS.
TS8	SCH 2 PART 3 (S45)	-		1	CLASS R2	600 x 600	-	-	-	1.5	SIGN TO BE MOUNTED ON POSTS FOR SIGN REF T53 (SEE LAYOUT DETAIL).
TS9	SCH 11 PART 3 (B110)	50		1	CLASS R2	700 x 800 (TOP PLATE) 700 x 390 (LOWER PLATE)	-	-	-	2.1	SIGN TO BE MOUNTED ON TOWER WILL LEFT HAND SIDE OF CORNER/ANGLE.
TS10	SCH 3 (B15)	50		1	CLASS R2	600 x 600 (TOP PLATE) 700 x 390 (LOWER PLATE)	78	3.7	1	2.1	SIGN TO BE MOUNTED ON NEW POST AS CLOSE TO WALL AS POSSIBLE (SO AS NOT TO OBSTRUCT FUTURE FOOTWAY SIGNAGE IN LEFT HAND SIDE VERGE).
TS11	SCH 2 PART 4 (S30A)	-		2	CLASS R2	750 x 750	-	-	-	-	AS HIGH AS EXISTING POST WILL PERMIT. SIGN TO BE MOUNTED ON EXISTING POST.

NEW ROAD MARKINGS SCHEDULE					
REF	TSR/CD SIGN NO	MARK (m)	SP (m)	WIDTH (mm)	USE
				1000	- - - -
				1000	- - - -
				1000	- - - -

NOTE:
IF NEW MARKINGS TO BE IN WHITE OR YELLOW THESE SPECIFIED THERMOPLASTIC SIGNED WITH APPLIED GLASS BEADS.
IF EXISTING COMPOUND IS CLEAR BEFORE LAYING MARKINGS.

ORIGINAL ISSUE: 01 AUG17 A

DISCUSSION: 01 AUG17 A

Approved:

Contract: **CONTRACT**

Client:
NORTHUMBERLAND COUNTY COUNCIL
COUNCIL HALL, HORNTHORPE
NORTHUMBERLAND NE61 2EF TEL 01670 533000

Job Title:
CRASHER SPEED REDUCTION MEASURES

Drawing Title:
SIGN AND ROAD MARKING SCHEDULE

Scale: 1:1000

Drn.	Date	Checked	Prepared
MI	AUG16	GM	GM

Drawing Number: HF183501-13/02
Job Number/Title Number: HF183501-13

Local Transport Priorities 2017

Each September every Parish Council is asked by the County Council to submit three schemes of work in their parish for the following financial year and to prioritise them. This produces in the region of 450 potential schemes. These are reviewed and sifted and some are selected for feasibility studies and funds allocated for this in the following year. These studies are then prioritised and some selected for implementation in the next year. It is normally a two year process, though some schemes will be done within one year if they are considered to be of a high priority.

In 2015 Craster identified three schemes.

1st – Dunstan Leak

2nd – 30mph zone to start at Dunstan and the Avenue and the 30mph sign to be removed in the village to make the whole area a 30mph zone.

3rd – Footpath – Arch to Craster.

The Dunstan Leak had been identified in previous years and a feasibility study had been undertaken. The work was done during the year 2015/16 and has proved to be successful.

The speed limit proposal is the scheme that is now being finalised for implementation this year.

The Footpath failed to make progress and has been addressed by the Leader grant, though the stretch from the coastguard station to the arch has still not been addressed.

In 2016 Craster identified three schemes.

1. Footpath along the Bogue Road and up Smithy Bank
2. Relaying paving slabs on Heugh Road and Heugh Wynd
3. Speed humps on Heugh Wynd

A feasibility study has been completed on the footpaths on the Bogue Road and Smithy Bank and this includes the proposed footpath from the coastguard station to the arch.

The current programme for this year shows that the paving slabs will be relayed in 2017/18.

The speed humps did not make the priority cut and the results of the changes to speed limits are to be considered before re-evaluating these.

Priorities for 2017.

We have to identify priorities for this year, but in doing so we need to consider the work that has already been done. Identifying the three footpaths on which the feasibility study has been completed will maximise the chances of implementation and will enable us to decide a priority between the three paths. Any other request would result in a feasibility study at best.

Other priorities have been suggested are firstly the car park. A feasibility study was conducted by the County Council last year outwith of the LTP system. This work would appear to be considered to be too large for an LTP, which is primary for minor works, and any scheme would be part of the Capital Programme. The last administration did not take any action on the quarry feasibility study and it is understood that the new administration is reviewing this. To use one of our priorities for this would achieve nothing.

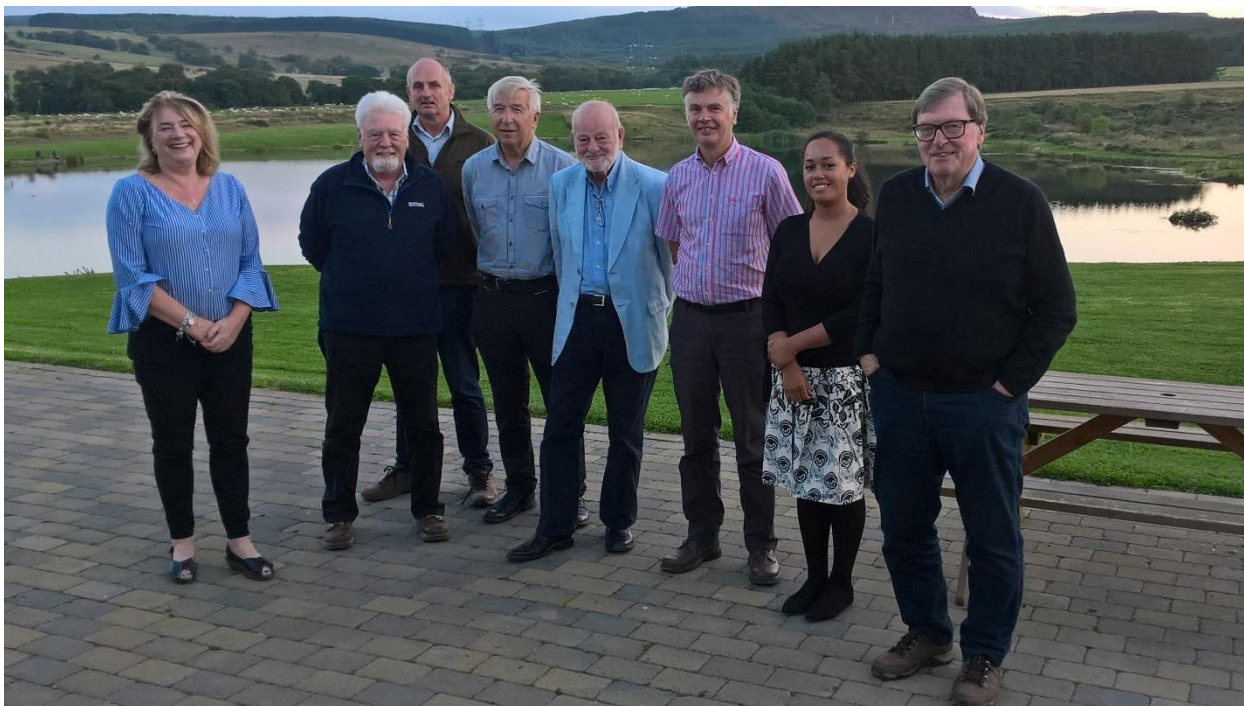
The second suggestion was to build a footpath in front of the Bark Pots site. There is a wide grass verge which would be acceptable to foot traffic in its present form and this is cut by the County Council. Trees do overhang the verge and if these were cut back then a de facto footpath would be established. The Parish Council did cut back the trees last year, and could consider this again. If this was to be made an LTP, then the best that would be achieved is a feasibility study to be done during 2018/19 and that would be at the expense of one of the other paths.

COUNTY COUNCILLOR REPORT

County Councillor Wendy Pattison

wendy.pattison@northumberland.gov.uk – Tel. 07779 983072

Craster Parish



Left to right, County Councillor Wendy Pattison, Chairman of Hedgeley/Powburn Parish Council, Robbie Burn, Chairman of Edlingham Parish Council Chris Blythe, Chairman of Craster Parish Council, Bryn Owen, Chairman of Embleton Parish Council, Terry Howells, Chairman of Newton by the Sea Parish Council, John Roper, Autumn Rabbits, Longhoughton Parish Council and Chairman of Eglingham Parish Council, David Alston.

Working together to Inspire great ideas - 7 Representatives from the 9 Parishes located within the Longhoughton Ward. On Friday, September 1st at the Thrunton Trout Fishery, an informal meeting took place with 6 Parish Council Chairmen and a member of Longhoughton Parish Council, the Chairmen at the meeting represented, Craster, Newton by the Sea, Eglingham, Embleton, Edlingham, Hedgeley/Powburn. Cllr Bryn Owen represented Craster Parish Council. The meeting was extremely successful and new contacts were made. Everyone will meet again next year in March 2018.

A1 dualling – Highways England have announced the route(s) they have chosen, enabling the project to move on to the planning phase, and the works to remain on schedule. They have declared that their Green route option will be the preferred route between Morpeth and Felton, and the Orange route option will be the preferred route between Alnwick and Ellingham. For Morpeth to Felton, this involves constructing a new stretch of dualled carriageway to the west, and for the section between Alnwick and Ellingham, the existing road will be widened. In both cases the choices represented the favourite option among local residents who took part in the extensive consultation events. The next step is for Highways England to complete the design, survey and environmental impact work ahead of submitting their application for a Development Consent Order to the Planning Inspectorate in 2018.

Northumberland County Council

Craster Car Park – Cllr Glen Sanderson and the Director of Local Services and Housing Delivery, Paul Jones will be contacting the Parish Council in due course.

Tourism/Craster Tourist Office – Management of the following tourist information centres will return to NCC from Active Northumberland on 1st October 2017. Morpeth, Alnwick. Craster. Seahouses. From 1st October, these TICs will come under County Councillor Cath Homer's direct responsibility. Cllr Homer's aim is to involve the staff in a collaborative approach to improving the TIC service with a view to giving it security, sustainability and aspects which meets evolving visitor needs as part of a wider review of visitor information provision.

Could you be an NCC Apprentice? – No matter what your age, experience or challenges, you can earn while you learn with a Northumberland County Council Apprenticeship. If you are interested, register online on the NCC Website.

Environment & Local Services - The home to school working group met on September 13th to consider options for Post 16 for next year. This process is ongoing

Northumberland Standards Committee

The County Council's Monitoring Officer has advised that there are still some vacancies for Parish Members. If a Councillor is interested in joining the Standards Committee, please contact Liam Henry direct via his email liam.henry@northumberland.gov.uk

Access childcare support through the childcare service

You can either apply for Tax-Free Childcare or 30 hours free childcare. It's one single application on the NCC website, and NCC will check your eligibility for both.

When you start the online process you'll temporarily leave the NCC website to verify your identity. Once your identity's been verified, you'll be brought back to this site to complete your application. You'll then get a childcare service account.

Your application or account will timeout after 15 minutes of inactivity. You should make sure you have all the details you need, before you start. Applying should take around 20 minutes.

Tour of Britain - The county took centre stage in the international spotlight on Monday 4th September as the Tour of Britain, the UK's premier cycle race, rolled through the county giving residents the opportunity to see some of the world's top teams and riders competing on their doorstep.

The riders passed through 28 communities including Longhoughton and Embleton, covering over 200kms, culminating in an exciting finish in Blyth.

Northumberland County Council Civic Head, Cllr Anthony Murray and young future star of cycling Roisin Lally from Hexham waved the Northumberland flag to set the riders underway. Communities joined in the spirit of the occasion by decorating the route the distinctive red

and yellow colours of the Northumberland flag while thousands of people turned out to welcome and cheer on the cyclists and give them a fantastic Northumberland welcome.

EJBC – Cemetery House Green Paper

Background

The Cemetery House was built in the 1880's when the Cemetery was established. It is owned by the Embleton Parish Council, the host council of the Embleton Joint Burial Committee who are responsible for the management of the Cemetery and Cemetery House. The other Parish Councils represented on the Committee are Craster and Newton.

Until April 2017 the house was inhabited by the caretaker to the cemetery, but since then it has been vacant. It is in a poor state of repair and requires a considerable investment to bring it to a suitable standard for renting.

When it became known that the house would become vacant the Parish Councils were consulted and it was decided to sell the property on the open market and in line with guidelines to endeavour to get the best price for the public purse.

In July 2017 the government launched a scheme for local councils, in areas where the number of affordable houses had reduced because of holiday and second homes, to apply for funding to create new affordable housing. Northumberland County Council has been allocated funds and are developing the protocols to implement the scheme. Community Action Northumberland (CAN) have been appointed to administer the grants.

The EJBC would like the three Parish Councils to consider which of two options they wish the Committee to pursue.

Option 1 Sell the house for its market value and invest the funds to provide an income to assist in the running of the cemetery.

This option would produce an investment income in the region of £2k pa, but the true value of the capital would decline due to inflation. The Committee would lose control of who lived in the house and the use to which it was put. There is a real danger that it could become a holiday home which could cause problems when funerals are taking place, and when visitors to the cemetery want tranquillity.

Option 2 To seek a grant to renovate the house and to let it to a local family as an affordable house. It is envisaged that the resident would undertake limited caretaking, in return for a small annual fee.

This option would produce a rental income in the region of £4,500 after costs have been deducted. The asset will appreciate in line with inflation and control over who lives there will be maintained. The grant may not cover the full costs and a loan may be needed to top up the grant and this is taken into account in the above figure. The loan will be serviced from the rental income and it is not envisaged that money will be required from the parishes.

It should be noted that the committee is only seeking a decision to pursue the affordable housing option and terminate the sale of the house. Once the position on the costs of renovation and the position on the grants is known a full financial statement will be prepared and a proposal made for approval by the three Parish Councils.

The Committee recommend that option 2 is chosen.

EJBC – Backup information

- 1 The house is owned by the Embleton PC on behalf of the EJBC.
- 2 The current garden, some of the car parking and the sewerage provision are not part of the property.
- 3 It is technically possible to install a water (*sewage*) treatment plant by the house and the cost is around £3k.
- 4 There is adequate parking for residents in front of house without affecting access to the cemetery.
- 5 A small walled garden could be created adjacent to the house giving privacy to the residents and visitors to the cemetery.
- 6 If the house was to become an affordable house it could be exempted from the current right to buy legislation.
- 7 Any money received from the sale of the house would have to be treated as capital and could not be spent on the maintenance of the cemetery. The income from investing this money would be available for maintenance.
- 8 Any investment would have to be in secure bonds which currently yield around 1%.
- 9 The value of any capital invested would depreciate in line with inflation.
- 10 In the present market it is unlikely that the house could be sold for a sum that would provide the cemetery with an income of more than £2k pa.
- 11 With the current level of funerals the cemetery needs an additional income of around £3,000 to break even. This has come from the rent in the past.
- 12 The current indications are that the net income from affordable housing, after making any loan repayments needed, would be in excess of £4,000 pa.
- 13 The resident of the affordable house could be retained as a caretaker and paid a small stipend. The duties would not include grass cutting and grave digging which are contracted out.
- 14 Renovating the house would give the cemetery a more valuable appreciating asset and maintain control.
- 15 Selling the house is irreversible. Renovating keeps the selling option in the future open.

We could perhaps use the following scenario to show how the project would be funded:

Cost of renovation including contingencies and fees	£50,000
Grant	£40,000
Loan	£10,000
Rental income	£ 6,000 pa
Caretaker salary	£500 pa
Loan repayments over ten years	£1,080 pa
Surplus income	£4,420 pa



Elementary Signs
5 The Pines Business Park,
Guildford, Surrey GU3 3BH
ph. 01483 457 445
fax. 01483 457 384
email: studio@elementarysigns.co.uk

Estimate

No: 20541

Dated: 29/08/2017

Contact: Jackie .

Tel: (01665) 571-007

Jackie .
Store Account
Elementary Signs Ltd.
5 the Pines Business Park
Guildford GU3 3BH

email: treasurer.cct@crastercommunity.com.

Dear Jackie:

Re: Craster Community Trust - Noticeboard

Please find the information below for the signs that you were interested in. I have shown them separately for your information.

We are passionate about the designs, the quality of our signs and the service that we offer, and we always try to offer the best prices possible. However, in the unlikely event that you receive a cheaper quote for the same signs then please let us know so that we can try to beat it.

<u>Qty</u>	<u>Description</u>	<u>Unit Cost</u>	<u>Item Total</u>
1	Bespoke Premium heavy duty Notice Board. All aluminium construction with felt pinboard. Painted white with clear unbreakable cover, security allen key locking. Side hinge. Complete with fixings for wall mounting. Overall Size 900mm x 900mm.		
1		£500.37	£500.37

All prices are subject to v.a.t. at current rates.

This Estimate is valid for 30 days.

All of our products are designed to be easily installed and are supplied complete with fixings etc. Our installation service is also available, please ask for further details.

Your attention is drawn to our terms and conditions which apply. These are available on request or can be viewed at www.elementarysigns.co.uk/terms-and-conditions. By accepting this estimate you are also agreeing to be bound by our terms and conditions.

With Kind Regards

Line Item Total:	£500.37
Subtotal:	£500.37
Shipping:	£26.00
Taxes:	£105.28
Total:	£631.65

Elementary Signs Ltd. 5 The Pines Business Park, Guildford, Surrey GU3 3BH

Telephone:01483 457 445 Fax:01483 457 384

VAT NO: 869 8152 68