

# Embleton Joint Burial Committee

## Minutes

of the Meeting held in the Ladies Room at the Creighton Hall, Embleton on  
Monday 12<sup>th</sup> March 2017

**Present:** Bryn Owen; Chair (BO), Terry Howells; Vice Chair (TH), Derek Gerrard (DG), Elizabeth Pearson (EP), Andrew Chillingsworth (AC), Vickie Fyffe (VF), Julia Lavender (JL)  
**Clerk:** Geoff Newcombe

### Agenda

- 760. Apologies for absence**  
Cllr Bob Foster-Smith
- 761. Declarations of Interest**  
None
- 762. Confirmation of the minutes of the last meetings held 4<sup>th</sup> December 2017**  
The minutes were agreed and signed off as a true record.  
Proposer: Cllr Derek Gerrard  
Seconder: Cllr Terry Howells  
Unanimous
- 763. Matters arising**  
None
- 764. Financial**  
Bank Balance £7,458.05 @ 26/02/2018  
**Received since 04/12/17**
- Additional Inscription (Plot 19c) - £75.00
  - Interment £650 (Plot 1068a) - £650.00
  - Interment £650 (Plot 1102) - £650.00
  - Plot Purchase (Plot 95) - £250.00
- Spent since 04/12/17**
- Clerk (pay & expenses) - £339.92
  - HMRC (PAYE) – £79.60
  - Creighton Hall £13.75 x 2 (04/12/2017 & 03/01/2018) – £27.50
  - Contractor (September) Fees - £415.00
  - NCC Council Tax 2 x £186.00 (January & February) - £372.00
  - NWL Water Charges – 2 x £14.17 (December & January) - £28.34
  - Landlord Insurance premium to June 2018 - £295.19
  - NCC supply of bin for free refuse collection - £20.00
- Cheques Required**
- Clerk pay & expenses (December, January & February) - £333.69
  - HMRC (PAYE) – £75.80
  - Creighton Hall (05/03/2018) – £13.75
- 765. Maintenance of Cemetery**
- Maintenance contract – Award of contract for grass cutting/maintenance. Two tenders were received. A task force meeting on 12<sup>th</sup> March 2018 assessed the two tenders which both met the tendering criteria. It was recommended that the contract for the 2018 – 2022 cemetery grass cutting and maintenance be awarded therefore to the lowest bidder, Steve Ternent of Stableyard Landscapes, Howick. It was proposed to accept the recommendation and appoint Mr Steve Ternent as contractor for the period 2018-2022.  
Proposer: Cllr Terry Howells  
Seconder: Cllr Derek Gerrard  
Unanimous

- Refuse collection – NCC have delivered a wheelie bin for free collection of cemetery waste; now operational.

**766. Cemetery charges for 2018/19**

- Charges for cemetery services (report attached)
- The package price of plot purchase and burial fee were felt to be comparable with other locally controlled cemeteries. It was proposed that all the cemetery charges not be changed and remain as currently set for the next financial year.

Proposer: Cllr Derek Gerrard

Seconder: Cllr Andrew Chillingsworth

Unanimous

- Policies for children and other special categories (report attached)
- Members felt that the loss of a child under 16yrs was very distressing for parents, and many undertakers waive their fees in such cases. It was proposed that that all cemetery charges be waived for interments of children under 16years of age.

Proposer: Cllr Vickie Fyffe

Seconder: Cllr Andrew Chillingsworth

Unanimous

**767. Long Term Business Plan for Cemetery/House**

- Two task force meetings have been held on 3<sup>rd</sup> January and 23<sup>rd</sup> February 2018; since the last EJBC meeting.

- Renovating the cemetery house for affordable housing and the CAN Grant Funding Application – Architectural Services/fees & progress report.

The quotation received from the Architectural Technician for preparation of a work specification was noted as satisfactory. Although Standing Orders allow acceptance of only one quote for professional services, members felt that it would promote best value to try and obtain further quotes for the work. It was resolved that other surveyors/technicians be approached to invite quotes but as time is of the essence should no other interest be shown by professional services by Friday 16<sup>th</sup> March 2018 then the quotation received should be accepted.

Proposer: Cllr Terry Howells

Seconder: Cllr Derek Gerrard

Unanimous

- Rented garden and associated restoration issues.

Members attended a meeting with the landowner from whom the garden associated with the house letting was rented; which resulted in a written statement from the landowner. Members felt that some issues were still in need of clarification and asked the clerk to write to the landowner requesting a further meeting.

**768. Items for Next Agenda**

**769. Date and Time of Next Meeting**

To be arranged

### Provisional Financial Position – March 2018

EJBC RECEIPTS and PAYMENTS ACCOUNT			
	Position as 26 February 2018	<b>Joint Burial Board - Year Ending 31st March 2018</b>	
		12/03/2018 Provisional	
<b>RECEIPTS</b>			
<b>Last Year</b>			<b>This Year</b>
£ -		<b>Precept</b>	£ -
£ 319.79		<b>Refunds</b>	£ 626.88
£ 2,400.00		<b>Burial Authority</b>	£ 3,850.00
£ 400.00		<b>Purchase Plot</b>	£ 750.00
£ 400.00		<b>Ashes/ Headstones</b>	£ 650.00
£ 1,025.00		<b>Additional Inscriptions</b>	£ 225.00
£ 2,700.00		<b>Fix a Plaque</b>	£ 200.00
<b>£ 7,244.79</b>		<b>TOTAL RECEIPTS</b>	<b>£ 6,301.88</b>
<b>PAYMENTS</b>			
<b>Last Year</b>			<b>This Year</b>
£ 4,235.92		<b>Salary</b>	£ 1,883.40
£ -		<b>Phone</b>	£ -
£ 2,640.00		<b>Grass Cutting</b>	£ 2,573.00
£ 137.35		<b>Water Rates/ Council Tax</b>	£ 1,631.54
£ 126.25		<b>Room Hire</b>	£ 96.25
£ 198.97		<b>Insurance</b>	£ 580.87
£ 794.40		<b>Other Payments</b>	£ 745.10
£ 83.28		<b>VAT</b>	£ 127.83
<b>£ 8,216.17</b>		<b>TOTAL PAYMENTS</b>	<b>£ 7,637.99</b>
-£ 971.38		Increase/Decrease in Funds	-£ 1,336.11
£ 8,927.40		Funds at start of the year	£ 7,956.02
<b>£ 7,956.02</b>		<b>Funds at end of the year</b>	<b>£ 6,619.91</b>

### Fees for Cemetery Services

Table of Fees 2017/18				2018/19
Spitalford Cemetery	Alnwick	Prudhoe	Spitalford	
Burial fee	£650	£330 (sgl) <sup>1</sup> £500 (dbl) £180 (ashes)	£575 £630 £240 (ashes)	£650
Purchase of plot/Right of Burial	£250	£570 £180 (ashes)	£145 £130(ashes)	£250
Permission for erecting a headstone	£250	£140 + £115 for base	N/A	£250
Permission for additional inscription	£75	£35	£65	£75
Permission to fix a plaque to the memorial wall	£200	N/A	N/A	£200
Grave digging: New Double depth grave New single depth grave Re-open grave Child under 15yrs Child not over 1yr  Burial of ashes	As arranged between undertaker and grave digger		Not specified	As arranged between undertaker and grave digger

<sup>1</sup>Includes grave digging

Appended are full tables of fees for Alnwick and Prudhoe cemeteries. It can be seen that there are several variations for children of various ages and re-opening of graves. Fees are also charged for searches of records, re-assignment/cancellation of burial rights and interments during week-ends and specified holidays.

## Policies for children and other special categories

# The Local Authorities' Cemeteries Order 1977

### *Fees and other charges*

15.-(1) Subject to the provisions of this article a burial authority may charge such fees as they think proper-

- (a) for or in connection with burials in a cemetery;
- (b) for any grant of a right to place and maintain a tombstone or other memorial in a cemetery otherwise than in a chapel provided as mentioned in article 6(1)(b); or
- (c) for any grant of a right to put an additional inscription on such a tombstone or other memorial.

In determining the fees to be charged the burial authority shall take into account the effect of any resolution under section 147(3) of, or under paragraph 6 of Schedule 26 to, the Act.

(2) Fees collected by a burial authority in respect of services rendered by any minister of religion or sexton acting at the request of the authority shall be paid by the authority to the minister of religion or sexton.

(3) A burial authority shall keep a table showing the matters in respect of which fees or other charges are payable to them, and the amount of each such fee or charge, and the table shall be available for inspection by the public at all reasonable times.

(4) No fee shall be payable to an incumbent or priest of an ecclesiastical parish in respect of any burial in a cemetery, or in respect of any other matter connected with a cemetery, except for services rendered by him; and no fee shall be paid to any clerk or other ecclesiastical officer in respect of any burial in a cemetery except for services rendered by him.

# Cemeteries Clauses Act 1847

### *Exclusive rights of burial*

And with respect to exclusive rights of burial, and monumental inscriptions, in the cemetery, be it enacted as follows:

#### **40 Parts of the cemetery set apart for exclusive burial. Monumental inscriptions.**

The company may set apart such parts of the cemetery as they think fit for the purpose of granting exclusive rights of burial therein, and they may sell, either in perpetuity or for a limited time, and subject to such conditions as they think fit, the exclusive right of burial in any parts of the cemetery so set apart, or the right of one or more burials therein, and they may sell the right of placing any monument or gravestone in the cemetery, or any tablet or monumental inscription on the walls of any chapel or other building within the cemetery.

The Burial authority can set any fees it sees fit. It can also designate any area as they see fit i.e. areas for children etc. EJBC currently has no designated area for children nor separate fees structure for burial of children.

Grieving parents in Wales will no longer have to bear the cost of their child's burial or cremation in a move which has seen the controversial fees scrapped across the country.

The Welsh Government announced it has signed a Memorandum of Understanding with local authorities across Wales to stop charging for the burial of children. It said the move, which came into

effect today (23/11/2017), would ensure there is “a clear, fair and consistent approach across Wales.” To support local authorities in scrapping fees across Wales, the Welsh Government is making up to £1.5 million available between now and 2020.

“Yet grieving parents in other parts of the UK will still face the uncertainty of their child’s burial costs, when they are coping with an unbearable loss they never imagined they’d have to face. Although many funeral directors do not charge or greatly reduce their service fees for a child’s funeral, the cost of burial or cremation can vary widely.”

(funeralzone.co.uk)

DRAFT

## PRUDHOE TOWN COUNCIL: BURIAL CHARGES

The burial charges and other fees are set by Prudhoe Town Council, operating as the Burial Authority for the local council electoral area of Prudhoe, including Mickley, and as the owner of the Edgewell Cemeteries. The charges in this document are effective as of **1 April 2017** and until further notice.

All fees, payments and sums are fixed and settled pursuant to the Local Authorities' Cemeteries Order 1977, SI 1977/204. In the table, R = Resident, NR = Non-Resident.

For items marked \*, please see Explanatory Notes.

All payments are to be made to Prudhoe Town Council, and sent to the Council at:  
Spetchells Centre, 58 Front Street, Prudhoe, Northumberland, NE42 5AA

	R*	NR*
<b>PURCHASES OF EXCLUSIVE RIGHTS*</b>		
Length of exclusive right	75 years	
Stillborn/Baby grave plot (up to one year old)	nil	225
Child grave plot (from one year to 16 years old)	135	280
Adult grave plot - single depth	145	280
Adult grave plot - double depth	145	280
Cremated remains* and half-size plots*	130	250
Right to erect memorial (valid for 30 years) (up to one yr)	150	300
Right to erect memorial (valid for 30 years)	345	550
Memorials - renewal for further 30 years	FOC	FOC
<b>INTERMENT FEES - MONDAY TO FRIDAY</b>		
Stillborn/Baby (up to one year old)	Nil	Nil
Child (from one year to 16 years old)	175	525
Adult Grave - single depth	575	1200
Adult Grave - double depth	630	1300
Cremated remains of any person*	240	695
Scattering of ashes NB below turf level (appointment only)	135	195
Re-opened grave	575	1150
<b>INTERMENT FEES - SATURDAYS ONLY</b>		
Stillborn/Baby (up to one year old)	Nil	Nil
Child (from one year to 16 years old)	255	755
Adult Grave - single depth	850	1675
Adult Grave - double depth	935	1845
Cremated remains of any person*	355	995
Scattering of ashes NB below turf level (appointment only)	180	260
Re-opened grave	850	1695
<b>MEMORIALS*</b>		
Additional inscription	65	125
Replace existing memorial	Nil	Nil
Headstone foundation (+ VAT)	Nil	Nil
Memorial bench (+ VAT)	At cost	At cost
Memorial seat foundation (+ VAT)	At cost	At cost
<b>MISCELLANEOUS FEES and CHARGES</b>		
Search of cemetery records	45	45
Certified copy of entry in register of burials	50	50
Register of transfer of right of burial	60	60

## MONUMENTS, GRAVESTONES, INSCRIPTIONS & OTHER CHARGES

1. For the right to erect at the head of a grave (not in natural burial area):
    - a. A headstone.....£140.00
    - b. A vase, shield or wooden cross etc .....£65.00
    - c. Extra inscription.....£35.00
  2. Headstone foundation (fitted by ATC) .....£115.00  
(Obligatory for new areas)
  3. Natural burials only - small slate plaque (8" x 4") attached to fence  
in natural burial area (engraved with standard text).....£75.00
  4. To request search in Alnwick Cemetery Register  
by post or email ..... Minimum £30.00  
(At Clerk's discretion)
  5. To search in Alnwick Cemetery Register  
with staff in attendance .....£30.00  
(At Clerk's discretion)
- Please note that because of the delicate condition of some of the records, an unaccompanied search of the registers is not allowed.
5. Transfer of a Deed to another person.....£50.00
  6. Use of Chapel.....£160.00

All accounts to be paid in advance (unless prior arrangements have been made) by cheque made payable to Alnwick Town Council.

In the event of unforeseen circumstances arising, additional charges may become payable at the discretion of the Superintendent, Clerk or Cemetery Committee.



## ALNWICK TOWN COUNCIL

Cemetery Lodge Office

South Road

Alnwick

Northumberland

NE66 2PH

## Alnwick Cemetery Fees

As from 1<sup>st</sup> April 2017

Telephone Numbers:	Superintendent	01665 602598
	Town Clerk	01665 602574

**FEES, PAYMENTS AND SUMS** fixed in accordance with the Local Government Act 1972 and The Local Authorities' Cemeteries Order 1974.

The fees, payments and sums set out below apply where the person to be interred or in respect of whom the burial right is granted is, or immediately before their death was, an inhabitant of Alnwick Parish or Denwick Parish or, in the case of a stillborn child, where the parents (or one of them) are, or at the time of interment were, such inhabitants.

Interment of former residents of the above parishes with more than two years absence from residency will incur 100% increase in fees.

Right of Burial will be granted to someone residing outside the above parishes without extra charge provided the person to be interred was an inhabitant.

### INTERMENTS

The burial fees indicated:

- Include the digging of the grave
- Apply provided that the interment is made within 30 minutes of the time arranged with the undertaker. If not, an additional fee may be payable

## BURIAL FEES

### PERSON EXCEEDING 12 YEARS OF AGE

Interment depth – 4 feet .....	£330.00
Interment depth – 5 feet.....	£500.00
Right of Burial (100 years) incl. right to erect headstone .....	£570.00
Right to erect headstone (plots purchased before 1/4/12).....	£140.00
Natural Burial Area single interment only (including shrub).....	£500.00
Natural Burial Area - Right of Burial (100 years) incl. stone.....	£570.00

### CHILD 1 MONTH OLD UP TO 12 YEARS OLD (living in parish)

Interment in designated area .....	£Nil
Right of Burial/Headstone (100 years).....	£Nil

### CHILD 1 MONTH OLD UP TO 12 YEARS OLD (living out of parish)

Interment in designated area .....	£160.00
Right of Burial (100 years) incl. right to erect headstone.....	£250.00

### STILLBORN OR CHILD LESS THAN 1 MONTH

In designated area .....	£Nil
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### CREMATED REMAINS

Burial Charge .....	£180.00
Right of Burial (100 years) incl. right to erect headstone.....	£310.00
Right to erect headstone (plots purchased before 1/4/12).....	£140.00
Scattering of Ashes .....	£100.00

100% increase may be applied to burial fees where funeral or grave preparation is required on Saturday or a Public Holiday.

All burial fees and rights of burial are subject to 100% surcharge for non residents of the parishes of Alnwick or Denwick.