

Embleton Joint Burial Committee

**The next meeting will be in the Creighton Hall, Embleton on
Monday 4th June 2018 at 6pm**

Open to the Public

The Committee may, by resolution under the Public Bodies (Admission to Meetings) Act 1960; S1, exclude the public from a meeting (whether during the whole or part of the proceedings) whenever publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for other special reasons stated in the resolution and arising from the nature of that business or of the proceedings; and where such a resolution is passed, this Act shall not require the meeting to be open to the public during proceedings to which the resolution applies.

Agenda

770. Apologies for absence

771. Declarations of Interest

772. Confirmation of the minutes of the last meetings held 12th March 2018

773. Matters arising

774. Financial

Bank Balance £7,928.61 @ 24/04/2018

Received since 13/03/18

- Headstone (Plot 140) - £250.00
- Interment £650 (Plot 65) - £650.00
- Interment £650 (Plot 175) - £650.00
- Plot Purchase £250 & Interment £650 (Plot 94) - £900.00
- Additional Inscription (Plot 65y) - £75.00
- Council Tax Refund - £95.00

Spent since 13/03/18

- Clerk (pay & expenses) - £339.92
- HMRC (PAYE) – £75.80
- Creighton Hall £13.75 x 1 (12/03/2018) – £13.75
- Contractor (September) Fees - £415.00
- NCC Council Tax 3 x (April £160.42) (May & June £156) - £472.42
- NWL Water Charges x 2 (April £14.55) (May £14.49) - £29.04

Cheques Required

- Clerk pay & expenses - £TBC
- HMRC (PAYE) – £TBC
- Contractor (April £360 (2 x cuts) & May £xxx (3 x cuts) Grass Cutting) - TBC
- Creighton Hall (04/06/2018) – £13.75
- Landlord Insurance premium from June 2018 (awaiting quotation) - £TBC

Reports

- NCC Council Tax Bill for 2018/19 £1,564.42 (5% increase): 1x £160.42; 9 x £156.00
- NCC Domestic Rate Bill for 2018/19 £288.00 less Transitional and Business relief = £0.00
- NWL Water Bill for 2018/19 £144.96 (2% increase): 1x £14.55; 9 x £14.49

775. Maintenance of Cemetery

- Maintenance contract – Grass cutting/strimming and plot “top up” ongoing.
- Maintenance – Archway overgrowth and collapsing wooden tubs etc.; work required

776. GDPR

- General Data Protection Regulations; policy to be adopted for EJBC. Recommend adopt Embleton PC policy as this is a daughter committee.

777. Training

NALC has arranged training for "clerks with cemetery responsibilities". The first is "The Bereavement Journey" and will take place on 31st July in Alnwick at a cost of £50. Members' indicated provisional approval to book one place. A follow up course "Legal and Practical Management of Cemeteries" is being scheduled for 16th August at a cost of £100. A provisional place has been booked subject to confirmation by members.

778. Long Term Business Plan for Cemetery/House

- Task force meeting held on 4th June 2018; Recommendations.
- Renovating the cemetery house for affordable housing and the CAN Grant Funding Application – Architectural Services progress report.

779. Items for Next Agenda

780. Date and Time of Next Meeting