

Embleton Joint Burial Committee

**The next meeting will be in the Creighton Hall, Embleton on
Monday 18th November 2019 at 6:00pm**

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

- 841. Apologies for absence**
- 842. Declarations of Interest**
- 843. Confirmation of the minutes of the last meeting held 1st July 2019**
- 844. Matters arising**
- 845. Financial**

Bank Balance £2,609.62 @ 05/11/2019

Received since 01/07/2019

Memorial 3 @ £250 (Plot 55c, 91 & 101)	£750.00
Interment 2 @ £650 (Plot 1120 & 1048)	£1300.00
Additional Inscription 2 @ £75 (Plot 1090 & 1120)	£150.00

Spent since 01/07/2019

Clerk (Mar-May pay & expenses)	£491.09
HMRC (PAYE)	£113.00
Creighton Hall £15.00 x 1 (01/07/2019)	£15.00
NCC Council Tax x 4 (Jul @ £248, Aug @ £248 & Sep @ £248, Oct @£248)	£992.00
Northumbrian Water Charges x 5 (Jul @ £14.85, Aug @ £14.84, Sep @ £14.84, Oct @ £14.84, Nov @ £14.84)	£74.25
Npower Electricity Charges x 1 (Sep @ £20.61)	£20.61
Contractor – grass cuts (May & Jun £1,120.20, Jul £366.48, Aug £366.48, Sep £506.48)	£2,359.64

Cheques Required

Clerk (July, August, September & October pay £448.21 & expenses £35.31)	£483.52
HMRC (PAYE)	£112.00
Creighton Hall (18/11/2019)	£15.00
Contractor grass cuts Oct?	£TBC
Rights of Burial Refund	£210.00

Reports

- Annual Budget/Precept
- 846. Long Term Business Plan for Cemetery/House**
- Renovation Position – Update
 - Public Works Loan Board (PWLB) interest rates, increased the cost of borrowing by 1% on top of existing lending terms from 9th October 2019.

847. Administration Issues

- Record/Cloud storage security - Michael Craster (Craster Community) to organise a meeting to discuss outstanding issues of security and control. Cyber security packages and word processing.
- On-Line Banking

848. Maintenance of Cemetery

- Memorial/Headstone safety check
- purchase of a burial plot & the outcome after the 50-year period
- Notice Board

849. Items for Next Agenda

850. Date and Time of Next Meeting

EJBC RECEIPTS and PAYMENTS ACCOUNT			
	Position as 21st June 2019	Joint Burial Board - Year Ending 31st March 2020	
RECEIPTS			
Last Year			This Year
£ -		Precept	£ -
£ 392.84		Refunds	£ -
£ 5,850.00		Burial Authority	£ 1,300.00
£ 1,000.00		Purchase Plot	£ 500.00
£ 500.00		Ashes/ Headstones	£ -
£ 375.00		Additional Inscriptions	£ 75.00
£ -		Fix a Plaque	£ -
£ 8,117.84		TOTAL RECEIPTS	£ 1,875.00
PAYMENTS			
Last Year			This Year
£ 2,921.74		Salary & Expenses	£ -
£ 147.64		Electricity	£ -
£ 3,324.00		Grass Cutting	£ 366.48
£ 1,728.67		Water Rates/ Council Tax	£ 787.18
£ 88.75		Room Hire	£ -
£ 2,371.00		Insurance	£ -
£ 349.86		Other Payments	£ 38.49
£ 255.00		VAT	£ 1.10
£ 48.33			
£ 11,234.99		TOTAL PAYMENTS	£ 1,193.25
-£ 3,117.15		Increase/Decrease in Funds	£ 681.75
£ 7,956.02		Funds at start of the year	£ 4,396.43
£ 4,396.43		Funds at end of the year	£ 5,078.18

Requested Proposed Vase Memorial (Agenda Item 838)



The dimensions they'd like are 6" x 6" x 6", with black writing and a silver flower container.

Extract from Cemetery Regulations

3. The Committee is responsible for grass cutting; therefore no part of the grave should be planted with trees or shrubs, or anything which would impede maintenance.
9. A minimum period of 6 months must be allowed after the interment date before a memorial can be erected, to allow for grave settlement. All memorials must be in the form of headstones the maximum height of which is to be 2 foot 6 inches (760 mm). The headstones are to be anchored to a robust foundation and erected by an EJBC authorised monumental mason. The plot number of the grave shall be clearly marked on the headstone.