

**Minutes of the Cemetery Committee meeting
held on Thursday 17th May 2018
in the St James's Church Centre, Pottergate, Alnwick at 7.00pm**

Present: Cllrs J Humphries (Chair), S Allcroft, M Swinbank, A Symmonds and C Westendarp.

In attendance: W Batey, Town Clerk; J Pibworth, Assistant to the Town Clerk.

CEM 18/01 Apologies

Councillor Mavin.

CEM 18/02 Declarations of Interest

None.

CEM 18/03 Minutes of Last Meeting – to raise any matters not covered by the agenda

C17/39 Children's Area Update

The Assistant to the Town Clerk reported that the new bench with the memorial plaque had now been delivered. A location would be selected and the bench installed shortly.

C17/41 Request to Install Headstone

Councillor Humphries asked if the headstone for Henry Hoodless Robinson, which had been requested at the last meeting, had been installed. The Town Clerk reported that he had received the payment of £140 and that Bart Endean were liaising with the Cemetery Superintendent to install it.

C17/42 William Davison Grave Marker

The Assistant to the Town Clerk reminded councillors that a budget of £200 had agreed by Full Council to mark William Davison's grave which currently has no headstone.

She circulated an example of the grey granite which Bart Endean had suggested for the marker along with example of the type of letterpress text for the wording. She suggested that the text should in copper rather than gold lettering as this better represented William Davison's trade and would also fit in with the agreed planting.

The Town Clerk advised that once the exact location of William Davison's grave was identified the stone would be installed there. The Assistant to the Town Clerk advised that the exact location of his wife's grave was known and that she would check in the Gazette archives that she was buried with her husband which would confirm the location of William Davison's grave.

RESOLVED: i) To ask Bart Endean to produce the memorial marker

CEM 18/04 Cemetery Activity

ACTIVITY

The Town Clerk reported that April had been a quiet month but that there were several burials booked in for the following week.

He took councillors through the Cemetery activity data as at May 16th.

Total burials for 2017/18 had been 52 (44 burials and 8 ashes burials). During the year 37 plots had been purchased (21 with a burial and 16 without a burial). The Chapel had been used on 11 occasions and an out of parish surcharge charge on 4 occasions.

So far in 2018/19 there had been 5 burials (4 burials and 1 ashes burials). He reported that 1 plot had been purchased with burial (in area 37A).

Remaining plots – Old part area 19A has 15 plots available, the Natural Burial Area has 33 plots available (9 have also been sold but not used); area 37A (consecrated) has 62 plots available, area 37A (un-consecrated) has 16 plots available plus ashes plots. All the plots in areas 38A/39A/40A have been sold.

RESOLVED: To note the update.

CEM 18/05 2018/19 budget update

BUDGET

The Town Clerk took councillors through the budget sheet. The year-end figures for 2017/18 showed £45,842.03 expenditure and £46,828.85 income. He explained that the items in red in the Notes column were carry forward items from 2017/18 which had been added to the budget for 2018/19.

Expenditure for 2018/19 is currently £749.95 and noted the following lines:

Rates/Water Rates - £533.73 expenditure is the whole year figure.

Sundries - £90 is the expenditure for the whole year.

He advised that the new tractor was due to be delivered on May 22nd.

Income for 2018/19 is currently £3,376.00.

RESOLVED: To note the update and receive the budget figures.

CEM 18/06 Updates

a) Works

Pointing - The Town Clerk reported that more pointing was being done at the Sawmill side at the front of the cemetery.

New area path – the Town Clerk reported that the continued bad weather had meant that the path had not been able to be done.

Building works – the Town Clerk reported that there could be some damp problems in the Lodge and that he would organise a damp survey. There was also some work needed on the slate porch.

Chapel carpet – the Town Clerk advised that samples would be collected and a new carpet chosen.

b) Planting

The Assistant to the Town Clerk reported that there were 2 areas in the Cemetery which were had been replanted:

- i) New ashes area – the two new trees have been delivered and planted.
- ii) Roundabout – the heathers were removed in April and the new quadrants planted up. She issued photographs of the new roundabout planting and advised that several residents had made positive comments about the planting.

Councillor Swinbank felt that the new roundabout planting at the cemetery should be publicised with the Gazette.

Councillor Symmonds felt that, with the Blue Plaque for William Davison now installed in the town centre, this could be used to publicise the planned grave marker for him.

Councillor Humphries said that the next area to be taken forward was the new ashes area which he would hope to have in use by the autumn.

The Assistant to the Town Clerk advised that she would get some samples of paving for the path and find out if hardcore would be needed. She advised that she look at reclamation yards for recycled materials which could be used.

RESOLVED: To obtain examples of potential paving materials for review at the next meeting.

CEM 18/07 Any Other Business

The Town Clerk reported that he had been asked by a resident about the fee for an ashes burial as they felt it was too high. He explained that the fee not only covered the cost of digging the plot but also the maintenance and upkeep of the cemetery. He advised that Alnwick was still much cheaper than other cemeteries in Northumberland.

Councillor agreed that the resident should be notified that the fee was as set for 2017/18.

The Assistant to the Town Clerk issued copies of the 2017/18 leaflets to councillors.

Councillor Swinbank asked if there was somewhere in the cemetery where a noticeboard could be installed to display them.

The meeting closed at 7.47pm