

**Minutes of the Cemetery Committee meeting  
held on Thursday 20<sup>th</sup> September 2018  
in the St James's Church Centre, Pottergate, Alnwick at 7.00pm**

**Present:** Cllrs J Humphries (Chair), G Mavin, M. Swinbank and A Symmonds.

**In attendance:** W Batey, Town Clerk, Cllr A Waton.

**CEM 18/14 Apologies**

Councillors Cllrs S Allcroft and C Westendarp.

**CEM 18/15 Declarations of Interest**

None.

**CEM 18/16 Minutes of Last Meeting – to raise any matters not covered by the agenda**

**CEM18/10 William Davison Grave Marker** – The Town Clerk advised that the marker stone had been inscribed and was ready for collection. A suitable date will now be agreed for the unveiling in the cemetery along with an appropriate plant alongside the stone.

**CEM18/13 Possible location of a crematorium in the Alnwick area.** Following a discussion, Councillor Mavin agreed to investigate this further

**CEM 18/17 Cemetery Activity**

The Town Clerk reported that it had again been a quiet period since the last meeting. He took councillors through the Cemetery activity data as at September 19<sup>th</sup>.

So far in 2018/19 there had been 19 burials (15 burials and 4 ashes burials). He reported that 6 plots 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 56 plots available, area 37A (un-consecrated) has 16 plots available plus ashes plots.

**RESOLVED: To note the update.**

**CEM 18/18 2018/19 budget update**

The Town Clerk took councillors through the budget sheet as at 19<sup>th</sup> September. Expenditure for 2018/19 is currently £23,388.90 and he noted the following lines:

Wages, PAYE – 4 months wages. Slightly below budget.

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

Machine repairs – new tractor £8,500 and repairs to JCB hydraulic pump and engine mounting on 2<sup>nd</sup> tractor £1,266.26.

Grounds – 5 months trade waste; tools £114.05, new plants for the cemetery £329.62 and 2 pest control call outs required.

Water & Electricity – 1 quarter bill now in for electric and 2 quarters for water

Income for 2018/19 is currently £12,541 and it may be there is an income shortfall this year.

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

## **CEM 18/19 Updates**

### **a) Works**

The Town Clerk gave an update on the following:

Pointing - pointing on the Sawmill side at the front of the cemetery is ongoing.

Chapel carpet – Contractor due to visit the following week to give a quote

A section of wall on the Sainsbury's side has fallen down; this has been caused by tree roots running under the wall. Repairs will be undertaken in the next 2 weeks.

Still no date for the path in the new area and the repairs to the top of the driveway

### **b) Planting**

The Town Clerk reported that:

i) **Children's area** – all the plants for the new planting beds in the children's area have been ordered. Some of the smaller plants, including primroses, have arrived and the remainder will arrive in late October / early November when planning will take place. New beds will be cut and top soil added before planting takes place.

ii) **New Ashes area** – bubs have been ordered for this area and the tulips have now arrived and will be planted in late October / early November. New beds will be cut around each of the trees and top soil added before bulbs are planted.

iii) a **complaint** had been received regarding damage to a grave by tree roots. This will be considered as part of the next tree survey.

**RESOLVED: To accept the updates.**

## **CEM 18/20 Any Other Business**

Councillor Swinbank asked for an update on staff training. The Town Clerk said that this year the Cemetery Superintendent had completed his chain saw qualification. Further training courses were required for the Handyman.

The Town Clerk highlighted a discussion he had had regarding the children's area and the continuing need to ensure cemetery rules are adhered to.

Councillor Humphries suggested that when fees and charges are next reviewed that memorial plaques be included, some cemeteries make a charge for a plaque which will be displayed for 10 years.

The meeting closed at 7.44pm