

**Minutes of the Cemetery Committee meeting held on  
Tuesday 4<sup>th</sup> December 2012  
in the Committee Room, Clayport Street Alnwick at 6.30pm.**

**Present:** Cllrs K Gray (Chairman), K Moore and D Farrar.

**In attendance:** W Batey, Chief Officer and Town Clerk.

**CEM12/6. Apologies:** Cllrs Allcroft, Bell and Walton.

**CEM 12/7. Declarations of Interest**

No interests were declared.

**CEM 12/8. Current Budget position 2012/13**

The clerk circulated the current budget for the Committee as at 28<sup>th</sup> November 2012 and this was examined line by line. Expenditure was currently £24,899 and income was £20,191. Income from fees was currently above budget and some expenditure heads such as rates/water rates and machine repairs were showing savings. It was envisaged that the final out turn for 2012/13 would be close to the budget figures.

**RESOLVED: To receive the update.**

**CEM 12/9. To Review Cemetery Activity in the Financial Year-to-date and to agree the Fees and Charges for 2013/14**

A table was circulated listing the numbers of burials over the last 4 years. This showed that in the last 3 financial years running from 2009/10, the total numbers of burials/ashes interred had been 56, 50 and 44 respectively. In the year-to-date, the figure was 37 with some four months to go.

A table of cemetery fees and charges was also circulated showing the current fees (2012/13) charged by at Alnwick Town Council, Amble Town Council and Northumberland County Council. The clerk was also in possession of the proposed fees for Amble for 2013/14. The fees were discussed and it was agreed not to charge for a burial of a stillborn child or child of up to 1 month old, from 1<sup>st</sup> April 2013. The table included the proposed fees and charges which generally showed an increase of approximately 5% on 2012/13, and this kept them generally in line with the fees charged by Amble Town Council. It was also agreed to have a future agenda item on the time periods for burial rights, given that many councils are now using 50 year rights rather than 100 years. The proposed charges are listed in the table below.

	<b>Alnwick Town Council Proposed Charges 2013/14</b>
<b>BURIALS</b>	
Burial Rights for up to 100 years incl. right to erect headstone	£410
Burial of person over 12 years old	
- Depth 4ft	£230
- Depth 5ft	£350
Burial of child (1 month old up to 12 years old)	
- Depth 4ft	£160 (£100 for 1 month – 5yrs)
- Depth 5ft	£160 £100 for 1 month – 5yrs)
Burial of child (stillborn or child up to 1 month old)	Nil

<b>CREMATED REMAINS</b>	
Burial Rights for up to 100 years incl. right to erect headstone	£225
Burial Charge	£110
Scattering of Ashes	£85
<b>MEMORIALS ETC</b>	
Right to erect headstone for graves prior to 1/4/12	£100
Right to place vase/shield/cross etc.	£55
Extra Inscriptions	£30
Headstone foundation	£65
Search of Cemetery records (by post)	£30
Search of records with superintendent in attendance	£30
Use of Chapel	£100
Non residents	+100%
Saturday/public hols increase	+100%

**RECOMMENDED: That the above fees and charges are approved for implementation from 1<sup>st</sup> April 2013 and inclusion in the 2013/14 budget.**

**CEM 12/10. To Consider the Cemetery Tree Report and Estimates for the Work**

At the last meeting it had been agreed to have a tree survey undertaken. This had been completed and had concluded that 6 trees needed to be felled and deadwood and hanging limbs needed to be removed from a further 22. The clerk had obtained 3 quotes for the works. These were discussed and it was agreed to award the contract to the contractor submitting the lowest quote, which was Town and Country Tree Surgeons at a cost of £2880. This work could be accommodated with the existing budget. It was agreed to have a future agenda item about planting new trees.

**RESOLVED: To accept the quote of £2880 from Town & Country Tree Surgeons for the tree works in the cemetery.**

**CEM 12/11. To Consider the Installation of a Wood Burning Stove at Cemetery Lodge**

At a previous meeting, the Committee had considered a request to install a wood burning stove in the front room of Cemetery Lodge and delegated authority was given to the clerk, in consultation with the Committee Chairman to proceed. At that time, the cost was estimated at approximately £1100. Two estimates had now been received and because these were higher than initially expected the matter was brought back to Committee. The Committee discussed the quotes and it was decided to accept the lowest quote which was submitted by Border Stoves for £1919. This work could be accommodated with the existing budget.

**RESOLVED: To accept the quote of £1919 from Border Stoves for the installation of a wood burning stove in Cemetery Lodge.**

**CEM 12/12. 2013/14 Budget and Proposed Precept**

The Committee considered the 2013/14 proposed budget which included expenditure of £45,000 and projected income (based upon the new fees) of £26,000. Overall this gave a projected net expenditure of £19,000. To ensure cemetery reserves were kept at a healthy level it was proposed that the draft precept for 2013/14 be £24,000, the same as 2012/13.

**RECOMMENDED: That the Cemetery Committee draft budget for 2013/14 be £19,000 and the draft precept for the Committee be £24,000.**

The meeting closed at 7.23pm