

**Minutes of the Cemetery Committee meeting held on Thursday 18th May 2017
in the St James's Church Centre, Pottergate, Alnwick at 7.00pm**

Present: Cllrs S Allcroft (Chair), M Swinbank and A Symmonds.

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

CEM 17/01 Apologies

Councillor Humphries.

CEM 17/02 Declarations of Interest

None.

CEM 17/03 Minutes of Last Meeting – to raise any matters not covered by the agenda

16/52c The Town Clerk reported that the three deed holders who were affected by the tree in Area 40A which would potentially cause issues with burials had all agreed to moving plots. One couple had chosen a plot in area 37A which meant that only of the original three plots would need to be moved. New deeds would be issued where necessary.

CEM 17/04 Cemetery Activity and 2017/18 budget update

ACTIVITY

The Town Clerk took councillors through the Cemetery year to date activity data as at May 17th. He reported that there had been no more burials between the last meeting and the end of the financial year.

2016/17 – the end of figures were 47 burials (39 burials and 8 ashes burials). He reported that 21 plots had been purchased without burial (4 in areas 38A/39A/40A, 4 in the old part, 1 in the ashes area, 7 in the natural burial area 41A and 5 plots in the newly consecrated area 37A including 1 in the un-consecrated area).

2017/18 - there had been 9 burials (6 burials and 3 ashes burials). He reported that 2 plots had been purchased without burial (both in newly consecrated area 37A consecrated area). He reported that 4 plots had been purchased without burial (2 in the ashes area, 1 in natural burial area 41A and 1 plot in newly consecrated area 37A).

Remaining plots – there are 6 plots in areas 38A/39A/40A (excluding the new consecrated area), 20 in the new row in the old part plus ashes plots.

BUDGET

The Town Clerk reported that four items had been added to the 2017/18 budget from 2016/17 and were highlighted in red on the budget sheet.

So far in 2017/18 there had been very little expenditure (£6,122):

Stationery/Phone – one month's phone bills.

Rates / Water Rates – NNDR for Chapel £419.87.

Sundries – ICCM membership £90.

Councillor Symmonds reported that he had received very good feedback from users of the cemetery.

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

CEM 17/05 Update on

a) Update on Scattering of Ashes area

The Assistant to the Town Clerk reported that she and Councillor Humphries had met with Tom Pattison to ask his opinion on this area and the planting scheme. Tom advised that some shrubs and small trees should be removed to give more space. He also felt that roses were not the best option and felt that smaller shrubs such as euonymus and lavender would provide a better planting scheme.

He felt that the idea of four trees (one for each season) was a good one so three new trees will be sourced to add to the existing rowan tree in the area.

Tom was also asked about the planting in the central roundabout near the entrance. He felt the heathers were past their prime and should be replaced in the autumn. He suggested that a more all-year round planting scheme to complement the existing tree in the centre of the roundabout.

The Assistant to the Town Clerk advised that the next step was to draw up a detailed plan of the two areas so the correct size trees / shrubs could be chosen.

Councillor Swinbank suggested researching the level of ashes that could be scattered in an area.

b) Works Programme

The Town Clerk advised councillors that there was a budget of £6k allocated for pointing including £4k carried forward from 2016/17. He advised that some work was needed to the Cemetery Lodge including work to the roof, pointing work and clearing gutters. He explained that there was still some work to undertake in the new area including the new path and the arch into the new area.

Councillor Swinbank asked if the damp in the chapel had been sorted out. The Town Clerk confirmed that he felt it had.

c) Children's Area

The Assistant to the Town Clerk reported that on a recent visit to the cemetery with Councillor Humphries it had been noted that the amount of ornaments in the trees in the children's area had increased significantly. There were items in both large trees and the smaller tree at the front of the area. She advised that it was felt that the small tree should be moved to stop it being damaged any further.

Councillor Swinbank suggested finding out if the crown on the two larger trees could be lifted to remove some of the lower branches which might limit the trees being used to hang items on.

RESOLVED: To accept the updates.

CEM 17/06 Any Other Business

None.

The meeting closed at 7.45pm