

**Minutes of the Cemetery Committee meeting held on Thursday 21<sup>st</sup> September 2017  
in the St James's Church Centre, Pottergate, Alnwick at 7.15pm**

**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 17/13 Apologies**

None.

**CEM 17/14 Declarations of Interest**

None.

**CEM 17/15 Minutes of Last Meeting – to raise any matters not covered by the agenda**

None.

**CEM 17/16 Cemetery Activity and 2017/18 budget update**

ACTIVITY

The Town Clerk took councillors through the Cemetery date activity data as at September 20<sup>th</sup>. So far 2017/18 had been quiet with 23 burials (17 burials and 6 ashes burials). He reported that 11 plots had been purchased with burial (5 in areas 38A/39A/40A, 4 in the ashes area and 2 in the newly consecrated area 37A area). He also reported that 8 plots had been purchased without burial (1 in areas 38A, 39A and 40A, 2 in the old part, 3 in the ashes area, 1 in natural burial area 41A and 1 plot in newly consecrated area 37A).

Remaining plots – Old part area 19 has 20 plots available, the Natural Burial Area has 33 plots available (8 have also been sold but not used); area 37A (consecrated) has 71 plots available (5 have also been sold but not used), area 37A (unconsecrated) has 18 plots available (2 have also been sold but unused) plus ashes plots. All the plots in areas 38A/39A/40A have now been sold and 47 remain unused.

BUDGET

The Town Clerk took councillors through the 2017/18 budget sheet. So far in 2017/18 there had been £13,659.70 expenditure noting the following lines:

Wages – 4 months of salary costs.

Stationery/Phone – 5 months phone bills.

Rates / Water Rates – NNDR for Chapel £419.87 plus £88 water rates (two 12<sup>th</sup> payment).

Grounds - £411.20 for trade waste, £264.78 for materials, £108.51 for tools, £41.63 for plants and £405 for a new bench (paid for by family).

Currently income is £19,815 which is above the budgeted figure.

He reported that the new tractor was due to be delivered at the end of September.

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

**CEM 17/17 Update on:**

**1. Scattering of Ashes area**

Councillor Humphries reported that it had been decided since the last meeting to leave the conifer tree in place for the time being. He added that the path in the area would be wheelchair friendly. The Assistant to the Town Clerk showed councillors a diagram of the proposed shape of the path which would represent a growing tree with each of the paths forming branches leading to the four trees in the area (one existing and three new).

Councillor Swinbank asked if there could be seats in the area.

The Assistant to the Town Clerk issued images of suggested trees for the new area to represent each season with the existing Rowan representing Autumn. She explained each tree with its size and expected cost. Councillors were happy to accept the suggested seasonal trees: Spring - flowering cherry; Summer – snake bark maple and Winter – blue cedar (possibly a weeping variety). She added that planting labels would be added to each tree.

**RESOLVED: To order three trees for the new ashes scattering area from Weasdale Nursery for the new area.**

## **2. Works Programme**

The Town Clerk advised councillors that 3 parcels of pointing were budgeted in 2017/18 (1 parcel = 1,000 m<sup>2</sup>). He also advised that he was getting quotes for painting the chapel.

He reported that some autumn / winter maintenance needed to be done including clearing gutters and gullies. He added that the tree survey for 2017 would be undertaken in November / December.

**RESOLVED: To note the update.**

## **3. Children's Area**

The Town Clerk advised that it had been reported that some items had been taken from under one of the trees between the ashes area and the children's area. There are also lots of items on the new children's graves but this usually settles down once a headstone is erected.

The Assistant to the Town Clerk issued a proposed press release to be sent to the Gazette which councillors were asked to read and send in comments. The Town Clerk advised that once this had appeared in the paper the agreed signs would be put up in the trees at the cemetery.

**RESOLVED: To issue a press release to the Gazette.**

## **4. New area**

The Town Clerk advised councillors that the path in the newly consecrated area was due to be done shortly. He advised that the contractor would be asked to quote for some additional repairs at the top of the main avenue. He advised that the Assistant to the Town Clerk had met with Stephen Lunn who would be making the arch into the new area to discuss details and timescale and it had agreed that the work would be completed by the end of March 2018.

**RESOLVED: To accept the updates.**

## **CEM 17/18 Any Other Business**

The date of the next Friends of the Cemetery session had been agreed as October 3<sup>rd</sup> between 2pm and 4pm. The Assistant to the Town Clerk issued a draft press release and asked councillors to send in comments.

The Assistant to the Town Clerk advised that the Cemetery had been awarded a Silver Gilt in the Northumbria in Bloom competition.

The Assistant to the Town Clerk advised that the roundabout area at the front of the cemetery would be replanted. The heathers would be removed and those still alive used elsewhere in the cemetery or town. The roundabout would then be planted up with evergreen shrubs such as Euonymus, lavenders as well as bulbs and bedding plants. It was also planned to plant up hanging baskets on the chapel and workshop.

The meeting closed at 8.10pm