

**Crewkerne & West Crewkerne
Joint Burial Committee**

TOWN HALL
Market Square
Crewkerne
Somerset
TA18 7LN

towncouncil@crewkerne.gov.uk

Councillors are hereby summoned, and members of the public and press are invited, to attend a meeting of the **Joint Burial Committee** to be held on **Tuesday 4 October 2022**, starting at **18.45** in the Council Chamber, Town Hall, Market Square, Crewkerne.

Note: - Members of the public who wish to view the meeting proceedings, either in real time or afterwards, can access the meeting through the following link:

<https://www.youtube.com/channel/UCTA9K-7L4Onjcli2Gtz7tCg>

K. Sheehan, Town Clerk (signed on original)
28 September 2022

Agenda

Open Forum: Questions may be put to the Committee in person during this Public Participation Session of up to 15 minutes and a maximum of 3 minutes per person. Issues notified to the Clerk a minimum of 3 working days before the meeting (i.e., by 5pm on the preceding Thursday) will receive a response during this session. Issues raised in this session without prior notice may be referred to the Clerk to respond to within 10 working days or listed on a subsequent agenda.

1. **To note apologies for absence.**
2. **To confirm the minutes of the meeting held on 7 June 2022.**
3. **Declarations of interest** in items on the agenda.
4. **Clerk's progress report:** to receive an update report (for information).
5. **Finance:**
 - a. To receive the financial update report for the cemetery.
 - b. To consider the proposal from the Clerk for the cemetery fees for 2023/24.
 - c. To confirm that the financial split for 2023/24 should remain at 93% for Crewkerne Town Council and 7% for West Crewkerne Parish Council.
6. **Cemetery Lodge - options:** to receive a report on possible options for the Lodge and consider next steps.
7. **Unused chapel:** to determine next steps with regards to the unused chapel.
8. **Cemetery Paths:** to note that quotes will be sought for next section of cemetery pathway for surfacing, pending marking of new section.
9. **Maintenance 2023/24:** to consider quotes for cemetery maintenance and make a recommendation to Full Council.

10. **Grave marking:** to receive a verbal update on grave marking issues.
11. **Inspections:** to make arrangements for cemetery inspections until December 2022.
12. **To approve the applications, transfers and memorials received.**
13. **Matters of report** (for information only).
14. **Date of the next meeting** – Tuesday 6 December 2022, 18.45, Council Chamber.

INCOME/EXPENDITURE REPORT 2022-23

	2021/22 Actual	2022/23 Budget	As at 30/09/22	End of Year F'cst	Notes
		18000		18000	*For calculation of West Crewkerne contribution only
	Salaries		254	254	
	Computer software		12	500	
	Admin		1807	500	
	Audit Fees		245	186	
	Insurance		4,846	4,950	
	Bank Fees		0	3	
	Subscriptions		95	95	
	Cemetary Training		0	150	
	TOTAL	24,220	2,957	24,138	
	Repairs/Maintenance		842	2,000	
	Rates		3,194	3,194	
	Electricity		207	400	
	TOTAL	5,457	2,831	5,594	
	Repairs/Gen maint/refurb		0	11,000	
	Electricity		90	200	
	Gas		110	200	
	Council Tax		2,040	2,109	
	TOTAL	13,280	1,179	13,509	
	Grounds Maintenance		9,085	18,000	
	Water Rates		394	546	
	New Equipment		0	0	
	TOTAL	19,000	9,303	18,546	
	TOTAL	2,500	710	2,500	
	TOTAL	7,000	0	7,000	
	TOTAL EXPENDITURE	71,457	16,981	71,286	
	Burial Fees		4,480	8,400	
	Digging of plots		740	600	
	Garden of Remembrance		180	400	
	Plot Purchases		8,550	12,000	
	Memorials + inscriptions		4,550	5,000	
	Chapel Use		550	600	
	Transfer fees		1,670	1,000	
	Bank Interest		5.07	10	
	Total Cemetary Fees	25,020	15,535	28,010	
	TOTAL FORCAST NET EXPENDITURE			43,276.22	
	WEST CREWKERNE FORCAST NET EXPENDITURE			3,029.34	
	WEST CREWKERNE CONTRIBUTION RECEIVED			3,250.00	
	Forcast +/- West Crewkerne at year end			220.66	

CREWKERNE AND WEST CREWKERNE JOINT BURIAL COMMITTEE

Fees 1st April 2023– 31st March 2024

These charges apply to residents of Crewkerne & West Crewkerne Parishes, including residents who have recently moved out of these parishes to a nursing home or hospital, or where the purchaser does not live in the parish but the deceased did. **All Charges for residents outside these parishes are double.**

DESCRIPTION	FEE (£)
<u>Exclusive Right of Burial – 99 years</u>	
	Under 16: free Over 16:
Grave Plot – Double depth in New Section	650
Ashes Casket Plot	300
<u>Interment Fees</u>	
	Under 16: free Over 16:
Body in a grave	250
Cremated remains	180
Digging of ashes plot for interment	40
<u>Memorials</u>	
Headstone	180
Vase	90
Each additional inscription/Memorial/Tablet	90
Replacement Memorial	90
<u>Garden of Remembrance</u>	
Scattering of ashes on the garden	£ 90
Memorial plaque on the wall	£120
<u>Other fees</u>	
Use of the chapel	£100
Transfer of Exclusive Right of Burial	£ 60
Statutory Declaration	£ 100
Administration Fee	£ 25
<u>Memorials in old section of Cemetery</u>	
Headstone not exceeding 5ft in height	£180
Kerbstones enclosing a space not exceeding 7ft by 3ft without rails, chains or palisades	£180
Vase – not exceeding 15 ins in height	£ 90