

CREWKERNE AND WEST CREWKERNE
JOINT BURIAL COMMITTEE

Minutes of a meeting of the Joint Burial Committee held on Tuesday 3 February 2026 at 18.45 in the Council Chamber, Town Hall, Market Square, Crewkerne.

PRESENT:

Cllrs. M. Best, J. Borland (Chair), C. Broom, N. Draycott, J. Holt, C. Rawe and A. Samuel.

Also in attendance: G. Hughes (Town Clerk) and A. Legg (Secretary)

045 TO NOTE APOLOGIES FOR ABSENCE

25/26

Cllrs. A. Stuart (work)

046 DECLARATION OF INTEREST

25/26 in items on the agenda

No declarations of interest were made.

047 TO CONFIRM THE MINUTES OF THE MEETING HELD ON 2 DECEMBER 2025

25/26

The minutes of the meeting held on 2 December 2025 were APPROVED.

048 OPEN FORUM

25/26

No members of the public were in attendance.

049 CLERK'S PROGRESS REPORT

25/26

The Clerk reported that a new 'Dogs on Leads' sign has been installed at the cemetery. Due to the recent wet weather, repairs have been carried out to the bin store. The war graves noticeboard has been affected by damp and mould, and the Grounds Team have returned it to The Shed to assess whether it can be made more watertight.

050 FINANCIAL MATTERS FOR CONSIDERATION

25/26 a. To receive the financial update report

Councillors noted with approval the increase in plot purchases.

b. To consider end of year allocated reserves

The reserves were noted.

051 DOUBLE FEES

25/26 To review and agree the qualifying period to charge double fees

It was noted that there are currently no rules in place regarding the time frame for charging double fees once a person has moved out of the parish. It was AGREED that a person will remain eligible for resident fees if they die within 12 months of moving out of the parish. After 12 months, non-resident (double) fees will apply.

An additional clause was AGREED allowing discretion in cases where a move occurred due to end-of-life circumstances, subject to appropriate proof being provided.

The Clerk was asked to communicate this to the local funeral directors.

052 CHILDREN'S FUNERAL FUND
25/26 To consider making a claim for a burial

Councillors AGREED to submit a claim to the Children's Funeral Fund for a recent burial, and delegated authority to officers to claim for any future child burials.

053 INSPECTIONS
25/26 a. _____ to receive feedback from recent inspections

The following matters were noted during recent inspections:

- Councillors commented that considering the recent weather the cemetery is looking very tidy with no debris
- Some of the graves in the new section have sunk, probably due to water run off
- The hornets' nest has gone
- Christmas wreaths remain on some of the graves. The Clerk was asked to put a reminder on social media that they should be removed within two months.
- The memorial post box was well used over Christmas and now needs to be emptied.

b. _____ to make arrangements for cemetery inspections until April 2026

All councillors would visit the cemetery before the next meeting and report back.

054 TO APPROVE THE APPLICATIONS, TRANSFERS AND MEMORIALS RECEIVED
25/26

The Secretary commented that one of the memorial applications referenced two people that were not buried in the plot. Further enquiries were being made regarding this application. Councillors APPROVED the applications, transfers and memorials.

055 MATTERS OF REPORT
25/26

Councillor Best commented that there was a burial in an older grave near the turning circle due to take place and that the chain fence was temporarily being removed to accommodate this.

The Secretary explained that she wished to update the 'Notice of Interment' form by adding an exclusion clause and to add a space for phone numbers and email addresses. The Clerk will send the updated document to the Chair for approval.

056 DATE OF THE NEXT MEETING
25/26

It was agreed to change the scheduled date to Tuesday 21 April 2026 at 18.45 in the Council Chamber, Town Hall, Market Square, Crewkerne.

The meeting closed at 19.09.

Signed.....

Dated.....

JBC3FEBRUARY2026