



DEEPING ST JAMES PARISH COUNCIL

The Institute, 38 Church Street, Deeping St James, PE6 8EP

E-mail: clerk@deepingstjames-pc.gov.uk Tel: 01778 343266

Webpage: [//deeping-st-james.parish.lincolnshire.gov.uk](http://deeping-st-james.parish.lincolnshire.gov.uk)

Facebook: Deeping St James Parish Council

Parish Clerk: Julie Fortnum

The minutes of the Cemetery Committee meeting was held on Tuesday 09 June 2026 at 11.00am at Deeping St James Cemetery.

Present: Councillors Hosking, Shinkins-Hoppe, Stevens and Townsin
The minutes were taken by the Parish Clerk

27.01 To elect a Chairperson.

It was proposed seconded and **RESOLVED** that Councillor Stevens would continue as Chairperson

27.02 To receive apologies of absence.

Apologies had been received and were accepted from Councillor Halls

27.03 To receive any declarations of interest.

None declared

27.04 To agree the minutes of the last meeting held on Tuesday 02 September 2025.

Agreed and signed

27.05 Clerks report.

-Since the committee last met on 2 September 2025 there have been 10 cremated remains interments and 2 burials

-The conifer hedge along the boundary of the rear gardens of the Hereward Way properties (numbers 37 to 51) was removed in October 2025 followed by clearance of the area by the Parish Council's maintenance team. At the same time work was completed on the Conifers, Hawthorn and Elders at the rear of 3 Burghley Close.

-The exhumation licence granted to the Parish Council on 05 August 2025 was concluded on Wednesday 13 May 2026.

-The bark chippings stored within the Cemetery behind (near the rear boundary to no 5 Burghley Close) have not been relocated to the Allotment site for the tenants use as suggested by the Cemetery Committee, as it has been established that they are not suitable for the allotment plots. The pile of chippings has been reduced through use and spreading. As requested by the committee the area behind the Cemetery shed has also been tidied.

-Following photographs being sent to the LCC Countryside Access and Highways Team some remedial works was completed in May 2026 to the tarmac on the public rights of way in the Cemetery.

-The Clerk has discussed memorial safety and risk management with the Cemetery maintenance worker and agreed that a list will be drawn up of those in need of attention so that action can be taken to contact those responsible (the exclusive right of burial holders) requesting they make good. If contact is unsuccessful or repairs carried out the Council will take action to reduce the risk.

27.06 To review the overall grounds maintenance and management of the Cemetery.

It was acknowledged that on the whole the maintenance was very good however disappointment was expressed that the wilding areas had not been cleared of grass and weeds which was possibly impacting the wildflowers. It was noted that the maintenance worker responsible for the Cemetery was contractually employed for 15 hours per week, on occasion doing some additional. Another one of the three maintenance workers regularly assisted with grass cutting in sections A and F of the Cemetery.

ACTION: It was suggested that a plea could be put out to see anyone with an interest would volunteer to tend the wild areas.

ACTION: It was also requested that the Finance Policy and Personnel Committee should consider employing or contracting an additional member of staff for a few hours per week during the growing season to assist with workload.

ACTION: The hedge on the boundary of Priory Farm and Priory Close should be cut again in the Autumn and the three benches in sections D and E should be treated.

27.07 To review and update the burial and memorial regulations and fees applicable in Deeping St James Cemetery.

It was **RESOLVED** that the regulations and fees should remain the same.

27.08 To reconsider the decision resolved at the Council meeting held on 19 November 2025 (minute 26.99) not to allow the pre-purchase of cremated remains plots for family members other than partners.

It was **RESOLVED** not to alter this decision and to consider individual requests as they are received.

27.09 To review and update the rules applicable to Deeping St James Cemetery.

It was **RESOLVED** to make an amendment to the wording of paragraph 4 of the Cemetery regulations, to read the following:

“All memorials installed remain the sole responsibility of the grave owner for the period of the grant and the Parish Council shall not be held responsible for any damage to, or caused by, any memorial, howsoever incurred. Regular inspections will take place. If a memorial should become unsafe and the Parish Council are unable to make contact with the owner, they do reserve the right to take action to keep the area safe.”

27.10 To note the date of the next meeting – 7pm on Tuesday 08 September 2026.