



DEEPING ST JAMES PARISH COUNCIL

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

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Parish Clerk: Julie Fortnum

Minutes of the Cemetery Committee meeting held on Tuesday 6 September 2022 at 7.00pm in the meeting room at the Institute.

Present: Councillors Gilbert (ex-officio), Halls, Olson, Shinkins-Hoppe, Stevens, and Thomas.

The Parish Clerk took the minutes.

23.9 To receive apologies of absence.

All present.

23.10 To receive any declarations of interest.

None received.

23.11 To agree the minutes of the last meeting held on Thursday 5 July 2022.

Agreed and signed.

23.12 To receive the Clerks report.

-A quotation for trimming the conifer hedge in section C of the Cemetery behind properties 37 to 51 Hereward Way has been obtained - £375 – so the Clerk has booked this in with the Contractor.

-There have been no burials or interments since the last meeting on 5 July 2022.

-Two regular visitors to the Cemetery have continued to contact the Clerk asking for updates on the footpath improvements.

23.13 To receive an update regarding the Cemetery footpaths.

The Clerk has approached 7 companies for quotations for paths – 2 have not replied, 1 visited but never quoted, 1 unable to help and 3 provided quotes for alternative footpaths – a grid system with grass or granite chippings, to lay slabs or lay bonded resin varying in price from £23,000 to £59,000.

Following the resolution made at the Parish Council meeting on 23 August 2022 not to locate the storage unit at the Institute but at the Cemetery instead the Chair Vice Chair and Clerk met with the maintenance team on Wednesday 31 August 2022 to discuss this and whilst they were together also discussed the footpaths. The maintenance team are willing and more than capable of returning three of the 4 paths to lawn and re-gravelling the fourth path during the winter months when gardening jobs lessen. The work would take place in a way so as not to impede on other regular maintenance duties that still needed to be completed and additional working hours could be offered to complete the task if they required. This would obviously have a cost implication but it would not be as excessive as the above quotes.

Councillor Gilbert gave his professional opinion saying that resin paths at £59,000 was too expensive but £20,000 to £30,000 for good grid paths with gravel or grass sounded reasonable. It must be remembered that any spend should be commensurate and complaints had only been received from two members of the public. In his opinion a better alternative would be to arrange for a contractor to complete the grid system with grass on the two paths nearest Hereward Way and for

the Parish Council's maintenance team to return the other two in the oldest section of the Cemetery to lawn.

Councillor Shinkins-Hoppe suggested that an application to the South Kesteven Community Fund could be made to try and obtain funding towards this. It was agreed that Councillors Olson and Shinkins-Hoppe would work together to complete an application.

The Clerk was asked to obtain two more quotes for grass paths with plastic grid system with top soil and grass seed so that the Council could agree a contractor and to arrange for the maintenance team to complete the work on the other two through the winter months.

23.14 To receive an update regarding a storage unit being placed at the Cemetery. Following the resolution not to locate the storage unit at the Institute but at the Cemetery instead the Chair Vice Chair and Clerk met with the maintenance team on Wednesday 31 August 2022 to discuss this.

All three of the team agreed that this was a good idea to have a small unit at the Cemetery as no-one felt it was a good idea to install a unit on land not owned by the Parish Council.

It was acknowledged that the storage unit would have to be very secure. The suggested unit can be viewed at [Motorcycle Garage Plus -10ft 11" x 7ft 4" Asgard \(asgardsss.co.uk\)](http://asgardsss.co.uk) and retails at £2,078. The maintenance team would lay a slab base for it to be installed on and may opt to install security fencing around it. Alongside this a second larger storage unit will be located at the allotments which will be donated to the Parish Council. Again, a base can be laid by the maintenance team and security fencing can be installed.

Councillor Gilbert advised that he agreed that it was not wise to install a unit in the grounds of the Institute, on land that the Parish Council do not own, as there was always the possibility that the Parish Council may be given notice to leave at some point in the future. He felt that there were only two other site options (as Millennium Wood was not practicable) and they were – the Cemetery grounds and the allotment site. It was agreed that the Parish Clerk should source quotes for a small secure unit to install in the Cemetery grounds and a larger unit to install at the Allotment site. Sizing a site preparation would be provided by the Parish Councils maintenance team.

23.15 To review the Cemetery regulations, procedures and fees.

It was agreed to increase the burial and memorial fees to the figures denoted in red in the table below

	Residents	Non-residents
	£	£
1a GRAVES – SINGLE PLOT	250	500
	(300)	(600)
EXLUSIVE RIGHTS OF BURIAL	150	300
	(200)	(400)
INTERMENT FEE at time of Burial	100	200
	(100)	(200)

<p>1b CREMATED REMAINS – SINGLE PLOT</p> <p>EXCLUSIVE RIGHTS OF BURIAL</p> <p>INTERMENT FEE at time of Burial</p>	<p>190 (200) 100 (150) 90 (50)</p>	<p>380 (400) 200 (300) 180 (100)</p>
<p>1c CREMATED REMAINS – DOUBLE DEPTH PLOT</p> <p>EXCLUSIVE RIGHTS OF BURIAL</p> <p>INTERMENT FEE (per interment) at time of Burial</p>	<p>265 (300) 165 (200) 50.00 (100)</p>	<p>530 (300) 330 (400) 100.00 (200)</p>
<p>1d INTERMENT OF ASHES IN AN EXISTING GRAVE</p>	<p>60.00 (75.00)</p>	<p>120.00 (150.00)</p>
<p>2 MEMORIALS AND INSCRIPTIONS</p> <p>To erect on a single burial, plot a headstone not exceeding 3' in height from the ground to the highest point, with a maximum width including the plinth of 3' and a maximum depth of 18" for the plinth or footstone.</p> <p>To erect over two single side by side burial plots, a shared headstone not exceeding 3' in height from the ground to the highest point, with a maximum width including the plinth of 6' and a maximum depth of 18" for the plinth or footstone.</p> <p>To erect a footstone not exceeding 2' in height (sections A, B & C only)</p> <p>To erect kerbstones or border stones enclosing a space not exceeding 6' by 3' (sections A, B & C only)</p> <p>A monument in the form of a vase.</p>	<p>83.00 (100) 83.00 (100) 28.00 (50) 39.00 (50) 28.00 (50)</p>	<p>166.00 (200) 166.00 (200) 56.00 (100) 78.00 (100) 56.00 (100)</p>

Any additional inscription after the first on a gravestone or monument.	11.00 (15)	22.00 (30)
To place on a single or double depth cremated remains plot: <ul style="list-style-type: none"> A flat stone tablet including a plinth, not exceeding 18" square and no more than 4" in height, 	83.00 (100)	166.00 (200)
To place a shared tablet over two single side by side plots: <ul style="list-style-type: none"> A flat stone tablet including plinth not exceeding 36" wide by 18" deep, to be no more than 4" in height. 	83.00 (100)	166.00 (200)
Any additional inscription after the first on a flat tablet stone.	11.00 (15)	22.00 (30)
NO OTHER TYPE OF MEMORIAL OR VASE IS PERMITTED		
A CHARGE OF £15 MAY BE MADE FOR ANY SEARCHES OR INVESTIGATIONS UNDERTAKEN ON BEHALF OF THE CLIENT.		

23.16 To receive a report on the position to date and the expected spend for the financial year 2022/23.

Item	Expenditure Budget 2022/23	Current spend	Further known expenditure
Grounds maintenance	2000.00	842.97	375.00 for trimming conifer hedge Hereward Way end other expenditure unknown
Repairs	600.00	78.20	Exact figure unknown
Water rates	100.00	42.78	Exact figure unknown but likely to spend at least the entire budget
Cemetery improvements (reserves)	2000.00	-	To be moved to reserves if not spent before 31 March 2023
To purchase seating	1000.00	-	? One bench being donated, plinth already in-situ.

Item	Income Budget 2022/23	Current receipt	Further known receipts
Burial Fees	2000.00	60.00	Exact figure unknown
Memorial Fees	500.00	83.00	Exact figure unknown

23.17 To consider the budget estimates for the financial year 2023/24 and make recommendations to the finance policy and personnel committee whose next meeting is on Tuesday 11 October 2022.

Item	Expenditure Budget 2023/24
Grounds maintenance	2400.00
Repairs	720.00
Water rates	120.00
Cemetery improvements (reserves)	2000.00
TOTAL	5240.00

Item	Income Budget 2023/24
Burial Fees	2000.00
Memorial Fees	500.00
TOTAL	2500.00

23.18 To note the date of the next meeting – 7.45pm on Thursday 3 January 2023