



DEEPING ST JAMES PARISH COUNCIL

The Institute, 38 Church Street, Deeping St James, Peterborough PE6 8HD

e-mail: clerk.dsipc@btconnect.com Tel: 01778 343266

Webpage: parishes.lincolnshire.gov.uk/deepingstjames

Parish Clerk: Julie Fortnum

Minutes of the Cemetery Committee meeting held in the meeting room on Thursday 20 September 2018 at 6.45pm.

Present: Councillors Barber, Stevens, and Thomas. Cllrs Ward as ex-officio voting member.

11.19 To receive apologies for absence.

Apologies had been received and were accepted from Councillors Bowell, Halls and Shinkins

12.19 To receive declarations of interest, if any.

None received

13.19 To agree and approve the minutes of the last meeting held on Thursday 21 June 2018.

Agreed and signed as a true copy

14.19 To receive the Clerks report and matters arising not covered elsewhere on the agenda.

The Clerk has contacted the local Funeral Directors asking for their help in ensuring the Cemetery regulations are adhered to by providing them with a copy of the signed Cemetery Regulations to relatives of the deceased. A letter has been issued to the next of kin of the grave space in breach of the Cemetery regulations and as no reply was forthcoming a notice has also been attached to the headstone itself.

The Cemetery regulations regarding the maximum height of headstones have been amended the issued to all the local monumental Masons.

The Parish Council is now a member of the Institute of Cemetery and Crematorium Management.

Councillors Barber and Shinkins had completed the memorial safety checks on 17 July 2018 laying down three memorials on the day and noting 9 others that needed attention. The Clerk has only been able to find contact details for the next of kin of two of those both of which have been contacted. The Parish Council's maintenance team will do the work required on the others as it was only of a minor nature

No reply has been received from the individual named on the grant of the exclusive right of burial of the grave breaching the Cemetery regulations. A sign has been placed on the grave advising of a date that the work will be done by the Parish Council

At the request of Councillor Barber after a recent burial the grave digger used excess soil to level 4 graves. The individual named on the exclusive right of burial in respect of one of these graves has contacted the Parish Council to ask if the Parish Council can be turf the grave and recharge the costs. Councillor Barber will arrange this.

A private grave maintenance company has contacted the office asking if their services can be promoted. It was agreed that the Clerk would write back advising that this was not possible and suggesting alternative ways of promoting the business

15.19 To receive an updated report on the number of interments and reservations.

Noted

16.19 To review the Cemetery procedures, regulations and fees.

As these had been reviewed and amended at the June meeting it was not felt necessary to do so again so soon.

17.19 To receive a report of the position to date and expected outturn for the financial year 2018/19 (Appendix 3).

INCOME		
Item	Budget	Collected to date
Burial Fees	2000.00	1300.00
Memorial Fees	500.00	249.00
Total	2500.00	1549.00

EXPENDITURE			
Item	Budget	Spend to date	Still to spend
Grounds maintenance contract	7840.00	3709.67	3701.68
Miscellaneous repairs	475.00	130.12	?
Water Rates	100.00	30.84	?
New Cemetery land reserves	1000.00	0.00	Move to earmarked reserves

18.19 To consider budget estimates for 2019/20 and make recommendations to the Finance and general purposes committee.

It was agreed to recommend to the finance and general purposes committee that the budgets for 2019/20 should remain the same other than a the application of a 1.5% increase in the grounds maintenance contract

19.19 To agree the date of the next meeting.

Thursday 21 February 2019 at 7pm