



DEEPING ST JAMES PARISH COUNCIL

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

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Parish Clerk: Julie Fortnum

The minutes of the Cemetery Committee held on Thursday 14 September 2017 at 7.45pm at The Cemetery.

Present: Councillors Barber, Shinkins, and Ward. The minutes were taken by the Parish Clerk

10.18 To receive apologies for absence.

Apologies had been received from, and were accepted from Councillors
Bowell, J.Stevens and Wallis

11.18 To receive declarations of interest, if any.

None declared.

12.18 To adopt the Minutes of the previous meeting held on 22 June 2017.

Agreed and signed as a true copy.

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

-Councillor Ward has undertaken a large amount of work in the areas of the Cemetery known as section A and the new churchyard taking photographs of the headstones and completing tables listing the names of those laid to rest there. Councillor Barber thanked Councillor Ward for all his work
-The Community Payback team have continued to do work in the Cemetery area.

-A resident of Hereward Way has contacted the Parish Council office asking if the Council could do some work on the trees on the boundary of her property including the large fir trees. Councillor Barber had visited the residents and taken photographs from the Cemetery and their gardens of the trees which the committee agreed were exceptionally large and needed to be reduced in size. As the trees are in the conservation area a planning permission would be required to do the work. It was agreed that this course of action should be **recommended** to full Council.

Following last month's agenda item 8.18 - to consider how the piece of land behind the Priory Church could be developed as a remembrance garden The Clerk has contacted the Diocese of Lincoln. They have requested that a plan or drawing of the piece of land the parish council wish to use as a garden of remembrance is provided so that firstly it can be established whether the land falls within the curtilage of the Church and secondly if the land serves a required function i.e. access for building maintenance and drainage. Councillor Barber shared a letter dated 4 November 2011 from the then Church Warden which confirmed that above. With this knowledge it was agreed to **recommend** to full Council that this should not be pursued any further.

-The tap in the new Cemetery had been reported as leaking and the Parish

Any member of the public can attend all Council and Committee meetings to see the work of the Council.

Full Council meetings are held on the last Thursday of each month which start with a 30 minute public forum for questions and issues to be raised.

Council's Maintenance Worker dealing with the repair

14.18 To receive a report on the number of interments and reservations since the last committee meeting

Type	Number
Interments in graves spaces	3
Interments in cremated remains plots	4
Reservations of grave spaces	1
Reservations of cremated remains plots	4 double depth

15.18 To review the Cemetery procedures, regulations and fees.

Councillor Barber shared the fees charged by Market Deeping Town Council and Peterborough City Council with the committee, both of which were higher than those charged by Deeping St James. It was agreed to **recommend** to full council that the fees for a grave space and a cremated remains space should increase by £20 and for a double depth cremated remains space by £15. Non-resident fees would remain double and memorial fees would remain unchanged.

16.18 To receive a report of the position to date and expected outturn for the financial year 2017/18.

INCOME 2017/18		
Item	Budget	Collected to date
Burial Fees	2000.00	2070.00
Memorial Fees	500.00	426.00
Total	2500.00	2496.00

EXPENDITURE 2017/18			
Item	Budget	Spend to date	Still to spend
Grounds maintenance contract	7840.00	3956.68	3701.68 - excluding anymore green waste skips for CPT
Miscellaneous repairs	475.00	64.15	Unknown
Water Rates	100.00	12.85	Unknown
New Cemetery land reserves	1000.00	-	Move to earmark reserves

The figures were noted.

17.18 To consider budget estimates for 2018/19 and make recommendations to the Finance and general purposes committee.

It was agreed to recommend that the budget figures for 2018/19 should

remain the same as this year.

INCOME BUDGET 2018/19	
Item	Budget
Burial Fees	2000.00
Memorial Fees	500.00
Total	2500.00

EXPENDITURE BUDGET 2018/19	
Item	Budget
Grounds maintenance contract	7840.00
Miscellaneous repairs	475.00
Water Rates	100.00
New Cemetery land reserves	1000.00

18.18 To agree the date of the next meeting – 7.45pm on Thursday 8 February 2018