

**PRUDHOE TOWN COUNCIL Minutes of the CEMETERY COMMITTEE, held on THURSDAY 7TH
February 2023, at 7.00pm,
at The Spetchells Centre, Meeting Rooms 1&2**

PRESENT

Cllr Jonathan Wheeler (Chair), Cllr Angie Scott, Cllr Duncan Couchman, Cllr Chris Barrett

CEM2223/012 Welcome by the Chair

Cllr Jonathan Wheeler welcomed everyone to the meeting.

CEM2223/013 Apologies for Absence

Cllr Bryan Futers, Cllr Kiran Bell

CEM2223/014 Declarations of Interest

None received

CEM2223/015 Dispensations

None to approve.

CEM2223/016 Public Participation

No items of public participation had been received.

CEM2223/017 Eddie Graham on behalf of Prudhoe and District Local History Society

Eddie Graham and Ray Moore gave a presentation regarding the war grave of Joseph Foster who died in 1918. Eddie thanked the Councillors for the opportunity to speak.

Before serving with the Kings Own Yorkshire Light Infantry, 9th Battalion & Northumberland Fusiliers, Joseph worked down the pit at 12 years of age, contributing to his household, after the death of his father. Joseph died in action 24 October 1918 (France and Flanders.)

Joseph's name is on the memorial of his mother Elizabeth Foster's grave, which is situated in the old cemetery; it is not known where Joseph's body is, as he was killed in action. The memorial is not up standing and damage has occurred over the years by climate and grounds works (grass cutting.)

They are seeking permission from Prudhoe Town Council for the headstone to be re-installed.

It was AGREED further investigation is needed to ascertain that the current location of the headstone is the exact plot where Elizabeth Foster was laid to rest.

It was AGREED the Clerk will seek advice and quotes for reinstallation of the memorial, and Eddie Graham will liaise with the Royal British Legion and Northumberland Fusiliers regarding

CEM2223/018 Minutes of the Cemetery & War Memorial Committee Meeting held on 6th July 2022

The minutes were received for information only. These minutes were received as a true record at the Ordinary Meeting, including the Planning, Contract and Works Committee on 29th September 2022.

CEM2223/019 Clerk's Report

The Clerk gave the following verbal report:-

New Cemetery, Trees

Cllr Jonathan Wheeler and Clerk met with a resident on 4 November 2022 regarding issues around trees next to parents' grave. Concerns regarding root impact on grave, a tree surgeon was contacted prior to the meeting to ascertain viable options.

1 | Sign/Initial Chair:

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Cemetery Inspection

The first cemetery inspection was conducted on 8 September 2022, in attendance, Cllr Jonathan Wheeler, Cllr Kiran Bell, Cllr Bryan Futers and Clerk. Both sites inspected on what was a very rainy day. Further to when the inspection was conducted, discussions with NCC staff suggested a concrete pad be created to protect the ground.

The second cemetery inspection was conducted on 30 January 2023, in attendance Cllr Jonathan Wheeler, Cllr Kiran Bell, Cllr Duncan Couchman and Clerk. Both sites inspected. Tap in new cemetery was repaired same day as due faulty washer.

Although winter season both sites are looking good, with little or no immediate concerns Both reports enclosed with agenda to discuss further actions if needed.

Interim Memorial Inspection

The interim inspection was carried out on 20 December 2023, a total of 105 memorials inspected all of which passed, along with replacement of four signs.

New Cemetery, Section 5

In Section 5, from row E20 (last double depth in row) the ground below is rock, thereafter will be for singles and cremated remains be most suitable. In view of this the next row will be used for doubles and we will see how the ground lies as we move down the row.

Green Matting

The green matting needs to be replaced, Clerk has spoken to NCC staff and will organise replacement.

Silent Soldiers

Silent soldiers have been installed at top of old cemetery, towards end of walkway and next to the information sign in new cemetery.

Northumberland 2030 Carbon Neutral – Free Trees

Clerk has taken advantage of the free tree offer from Northumberland County Council. A request for pack of 10x hedge saplings, for planting in the new cemetery, particularly near to the spoil pit – creating a natural screen. Hedge saplings have been received as well as an additional four tree saplings. Planting to be arranged.

Planting of trees from the late HM The Queen's Platinum Jubilee Tree of Trees

Northumberland Lieutenancy were granted two hazel trees from HM The Queen's Platinum Jubilee Tree of Trees, which were granted to two individuals nominated by the Lord Lieutenant. One in Berwick and the other being Prudhoe. Preparations are underway regarding arrangements for planting.

CEM2223/020 Edgewell Cemetery Service Level Agreement (SLA)

Cemetery Activity Up to Date (Q3) 2022/23 (including Q1 & Q2)

It was AGREED to receive 'to date' financial year figures relating to burials, interments, and memorial work.

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Cemetery Activity (Year to Date)

2022/23	Exclusive Right to Burial	Burials	Interments	New Memorial	Replace Memorial No Cost	Memorial Refix/Clean No Cost	Additional Inscription	Number Memorial Meets for install
Quarter 1	7	7	2	3	0	3	4	0
Quarter 2	6	6	6	5	1	2	1	0
Quarter 3	7	8	2	1	0	0	4	0
total	20	21	10	9	1	5	9	0

NCC Charges	2021/22 (variable)	2021/22 (fixed)	2022/23 (year to date variable)	2022/23 (fixed)	Cost per item (2022/23)
Burials	£9,651.84		£4,970.64		£414.22
Interments	£614.77		£292.26		£48.71
Memorial Meets	£0.00		£0.00	£0.00	£18.24
Maintenance		£33,537.88		£34,544.04	
Sub Totals	£10,266.61	£33,537.88	£5,262.90	£34,544.04	
Total	£43,804.49		£39,806.94		

Income & Expenditure (Year to Date)

Cost Type	Cost (£)
Fixed Costs	£34,544.04
Variable Activity	£5,262.90
Total	£39,806.94
Cemetery Income Received 22/23 Q1	£8,642.00
Cemetery Income Received to date 22/23 Q2	£8,829.00
Cemetery Income Received to date 22/23 Q3	£2,884.00
Cemetery Income Received to date 22/23 Q4	£70.00
Cemetery Income Received to date	£20,426.00

Please note there are other cemetery costs throughout the year

CEM2223/021 Edgewell Cemetery Inspection

It was AGREED to receive the inspections carried on 8th September 2022, and 30 January 2023.

It was AGREED the Clerk will seek quotes for painting of shelter in New Cemetery, and painting of entrance gates in both old and new cemeteries. Quotes will also be sought for installation of concrete pad for the spoil pit in the New Cemetery.

It was AGREED currently no further work will be carried out regarding the demolition of the toilet block on the old cemetery as it poses no risk.

It was AGREED to add Chapel utilisation to a future agenda.

Meeting Ended.