

DORCHESTER JOINT BURIAL COMMITTEE

4th OCTOBER, 2007

At a meeting of the Dorchester Joint Burial Committee held in the Council Chamber, Municipal Buildings, Dorchester on Thursday, 4th October, 2007:

PRESENT Councillors M.A. Allwood, C.S. Biggs (Chairman), R.M. Biggs, A. Harries, Trevor Jones and M.E. Rennie.

In attendance:

Mr. D. Holmes, Clerk, Mrs. S. Cheeseman, Administrative Assistant, Mr. P. Collins, Financial Service Provider and Mr. R. Boardman, Cemetery Attendant.

22. MINUTES

The Minutes of the Meeting of the Committee held on 7th June, 2007 and of the Site Meeting held on 18th July, 2007, copies of which had been circulated to all Members of the Committee were taken as read and were confirmed and signed by the Chairman as a correct record.

The Clerk informed the Committee that casual assistance had been engaged to assist in the grass cutting at Weymouth Avenue.

In response to a question the Financial Service Provider, confirmed that he was still investigating whether the Committee needed to register for VAT as referred to at Minute 14 but that the internal audit concerns regard petty cash had been addressed.

The Clerk informed the Committee that a quantity surveyor had provided a cost of £71,500 at current prices to build the boundary wall at Poundbury Cemetery.

In response to a question the Clerk confirmed that conditions at Poundbury Cemetery were much improved as a result of the actions authorised at Minute 19.

Further to Minute 20(b) the Clerk informed the Committee that, following discussion with the Dorset Wildlife Trust, a contractor had been engaged to cut the steep north bank in Fordington Cemetery at a cost of £470.00.

Further to Minute 20(d) the Clerk informed the Committee that the West Dorset District Council's Tree Officer has advised that the trees fronting King's Road should remain in situ for another four years to enable the intermediate planting to become more established.

The Clerk suggested to the Committee that it would be insensitive to inform Woods Funeral Service that the Thomas Warr Memorial contained the spelling error referred to at Minute 20(f).

Further to Minute 20(g) the Clerk informed the Committee that the Town Council had agreed to budget next year for repairs to the memorial. The Committee noted that the Town Council had approached the War Memorials Trust seeking support for the project.

The Clerk informed the Committee that replacement of the South Chapel doors would be carried out this winter and that he understood that the contractor had sourced sustainable timber for the repair. The Clerk also confirmed that the information board referred to at Minute 21(b) was in hand.

23. **INTERMENTS**

The Committee received and noted a report listing the dates and times of interments and burials of ashes together with South Chapel usage for the period 13th June to 21st September, 2007 as follows:

	Dorchester				Fordington			Poundbury		
	Interments	Ashes	Garden of Remembrance	South Chapel	Interments	Ashes	Garden of Remembrance	Interments	Ashes	Children's Area
June	2	-	-	-	-	-	-	-	-	-
July	2	1	-	1	-	-	-	2	-	-
August	2	2	1	-	1	-	-	2	1	-
September	-	-	-	-	1	-	-	2	1	-

24. **EXCLUSIVE RIGHT OF BURIAL**

The Committee noted that Grants of Exclusive Right of Burial had been granted for the following grave spaces:

Name	Grave Number
Dorchester Cemetery	
Lorna Elizabeth Moors	501/1
Sheila Frances Hooper	3039
Tracy Catherine Buik	489/1
Joan Bowden	2153
Julie Dawn Dominey	3886
Carlo Gilbert Pegorini	1075/2
Colin Simmons	2536
Michael Patrick Fisher	3129
Gary David McKay	2753B
Poundbury Cemetery	
Susan Sanders	P1381
Ella Barrett	P238
Brian Clifford Paulson	P143
William John Hannah Wilson	P207A
Sonia Hewitt	P295

In response to a question the Cemetery Attendant reported that he had found approximately twenty more burial plots available for purchase at Weymouth Avenue Cemetery.

25. **HEADSTONES AND INSCRIPTIONS**

The Committee received and noted applications for the design of headstones and inscriptions.

It was

RESOLVED

That the action of the Clerk in approving designs numbered 3565 to 3591 be confirmed and the Register of Memorials be signed by the Chairman as a correct record.

26. **ACCOUNTS**

The Committee approved the report listing the amounts paid since the last meeting of the Committee, represented by cheque numbers 1279 to 1337 inclusive, in a total sum of £31,911.69 including VAT.

27. **TABLE OF FEES**

The Committee considered what increases to make in respect of the Table of Fees to be operative from 1st April, 2008.

It was

RESOLVED

That the revised Table of Fees and Charges set out at Appendix I be introduced with effect from 1st April, 2008.

28. **ESTIMATES – 2008/09**

The Committee considered its Estimates for 2008/09 and it was

RESOLVED

- (1) That the Revised Estimates for 2007/08 and the estimates for 2008/09 as now submitted be approved subject to Electricity being increased to £1,537.
- (2) That the Clerk be authorised to issue Precepts on the Constituent Authorities in accordance with the formula set out at Minute 12(1) (1998/99) in the total sum of £68,000.

29. **CALENDAR OF MEETINGS**

It was

RESOLVED

That Ordinary Meetings of the Committee be held on 29th May and 2nd October, 2008, the Site Meeting on 17th July, 2008 and that all meetings with the exception of the Site Meeting commence at 7.00pm

30. **AUDIT – 2006-07**

The Committee received and noted that the audit of Joint Committee's Annual Return for 2006/07 had been satisfactorily completed and signed off by District Audit.

31. **FORDINGTON GRASS CUTTING**

Further to Minute 15 the Committee gave further consideration to the Fordington grass cutting contract and whether to re-expose it for tender. Following discussion it was

RESOLVED

That no action be taken.

32. **CEMETERY ATTENDANT'S REPORT**

The Cemetery Attendant reported on the activities of the Cemetery Assistant and himself since the last meeting of the Committee which included grass cutting and general maintenance of the three cemeteries.

He confirmed that they had inspected the guttering on the chapels in accordance with Minute 21(c) and that all the roses but one from Weymouth Avenue had been removed. He also reported that it was his intention to continue to cut grass through the winter months to alleviate the problems next spring.

He also informed the Committee that a new traditional burial area had been created at Poundbury Cemetery. The Committee noted with regret that vandalism in the form of graffiti to an external wall had occurred and that the commemorative plaque had been damaged at Poundbury Cemetery; both would be repaired.

The Cemetery Attendant informed the Committee that he had found drug paraphernalia at Fordington Cemetery.

33. **POUNDBURY CEMETERY – MUSLIM BURIAL**

The Clerk informed the Committee with regret that a grave at Poundbury Cemetery for a Muslim Burial had been dug incorrectly. The cemetery staff had created the grave according the reference map, however, the information was not correct. Unfortunately the error did not become apparent until the funeral had arrived at the

Cemetery; however the staff had apologised to the family and the grave was modified to enable the interment to proceed in accordance with Muslim tradition.

34. **BURIAL LAW AND POLICY IN THE 21ST CENTURY – THE WAY FORWARD**

The Committee noted that the Government response to the Consultation carried out by the Home Office was available for inspection in the Council offices.

35. **PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**

It was

RESOLVED

That in view of the fact that publicity would be prejudicial to the public interest by reason of the confidential nature of the following matter the public and representatives of the press be excluded from this meeting during its discussion.

36. **BANK ACCOUNTS AND FINANCIAL REPORT**

The Committee received and noted a report on its financial arrangements and a report setting out a comparative financial statement between the current year and the previous year.

In accordance with Minute 17 the Committee considered a report from the Financial Service Provider comparing the interest rates payable on the Committee's bank accounts with other rates available.

It was

RESOLVED

- (1) That no action be taken to change the Committee's banking arrangements.
- (2) That all surplus funds be transferred to the Bank of Ireland Deposit Account.

The Meeting closed at 7.50pm

Chairman

DORCHESTER JOINT BURIAL COMMITTEE

Dorchester, Fordington and Poundbury Cemeteries

FEES, PAYMENTS AND SUMS WITH EFFECT FROM 1st MAY, 2008

INTERMENTS

A For the interment of the body of:

- | | |
|---|---------|
| a) a stillborn child or a child whose age at the time of death did not exceed 2 years (for the Green Burial Area at Poundbury an additional £10 will be charged) | £54.00 |
| b) a child whose age at the time of death exceeded 2 years but did not exceed 12 years (for the Green Burial Area at Poundbury an additional £10 will be charged) | £116.00 |
| c) a person whose age at the time of death exceeded 12 years (for the Green Burial Area at Poundbury an additional £10 will be charged) | £244.00 |
| d) for the interment of a casket of ashes (for the Green Burial Area at Poundbury an additional £10 will be charged) | £82.00 |

B Graves in respect of which an exclusive right of burial granted:

- | | |
|---|--------|
| For an interment over the depth of 1.8 metres, an additional charge of - for each 30cm dug (an additional 90cm will be mandatory at Poundbury Cemetery) | £41.50 |
|---|--------|

SCATTERING OF ASHES

- | | |
|---|--------|
| a) Scattering of ashes under turf on a grave | £43.50 |
| b) Scattering of ashes in the Garden of Remembrance | £14.00 |
| c) Dispersal of ashes in the pit at Poundbury | £43.50 |

EXCLUSIVE RIGHTS OF BURIAL IN EARTHEN GRAVES

For the grant of an exclusive right of burial for 100 years in an earthen grave:

- | | |
|---|---------|
| a) 2.7 metres by 1.2 metres (3.0 metres by 1.5 metres at Poundbury) | £390.00 |
| b) Ashes and children's plots (where available) | £125.00 |

USE OF SOUTH CHAPEL, DORCHESTER CEMETERY	£88.00
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SEARCH FEES

- | | |
|---------------------------------------|-----------|
| For the first thirty minutes | No Charge |
| For the first hour or part thereafter | £18.50 |
| For each subsequent hour or part | £14.00 |

Casket type coffins

Double fees will be charged for casket type coffins.

Stillborn children

Single fees will be charged for the interment and grave digging for stillborn children regardless of whether either parent is a resident of the area administered by the Committee.

Non-residents

The fees, payments and sums settled and fixed in the foregoing charges will be doubled where the person to be interred, or the person to whom the right is granted is, or was immediately before death, not an inhabitant or parishioner of those parts of the parishes of Dorchester or Winterborne Herringston within the area for which Dorchester Joint Burial Committee acts, excepting that any person who has resided within the area administered by the Joint Committee within the previous **ten** years or was a resident of that area for at least **twenty-five** years will be subject to the charges set out.

MONUMENTS, GRAVESTONES, TABLETS AND MONUMENTAL INSCRIPTIONS

Single fees apply to all fees for memorials

For the right to erect or place:

- | | |
|--|---------|
| a) a headstone, footstone or a monument in any other form on a grave - | |
| - where the exclusive right of burial has been granted | £98.50 |
| - where the exclusive right of burial has not been granted (not available at Poundbury) | £125.00 |
| b) a flat stone at Dorchester or Fordington not exceeding 1.8 metres by 0.9 metres which must not project above ground level – (not permitted in the Lawn Area at Poundbury) | |
| - where the exclusive right of burial has been granted | £125.00 |
| - where the exclusive right of burial has not been granted | £171.00 |
| c) a flat stone at Poundbury not exceeding 2.075 metres by 0.875 metres (only available where the exclusive right of burial has been granted and in the traditional area) | £154.00 |
| d) a tablet measuring 25 centimetres by 20 centimetres in the North Chapel of Dorchester Cemetery or on the wall in Dorchester Cemetery | £65.50 |
| e) a flat stone not exceeding 30 centimetres by 30 centimetres which must not project above ground level in the Garden of Remembrance at Fordington Cemetery | £65.50 |
| f) an inscription, after the first, on a gravestone, tablet or other memorial (for each deceased) | £33.50 |
| N.B. For this fee an additional inscription is defined as an inscription added to an existing memorial. Any additional stones are defined as a new memorial | |
| g) a flat stone at Dorchester or Fordington not exceeding 90 centimetres by 60 centimetres which must not project above ground level - | |
| - where the exclusive right of burial has been granted | £65.50 |
| - where the exclusive right of burial has not been granted | £88.00 |
| h) a memorial at Poundbury not exceeding 60 centimetres by 60 centimetres by 60 centimetres (only available where the exclusive right of burial has been granted and in the cremation section) | £65.50 |
| i) children's memorials not exceeding 60 centimetres by 60 centimetres by 60 centimetres (only available where the exclusive right of burial has been granted in the children's area at Poundbury) | £65.50 |
| j) brass or bronze plaques 15.8 centimetres by 10 centimetres (only available at Poundbury) | £65.50 |