

CORBRIDGE PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON 18 DECEMBER 2019

PRESENT Councillor W Clouston, Chair of the Council together with Councillors: Mrs E S Buckley, Mrs J Neal, C G Curry, S Ahmed, N M Oliver, Mrs M V Kemp and M F Griffin.

- 1219.01. **ELECTION OF CHAIRMAN.** Cllr W Clouston was nominated by Cllr N M Oliver, seconded by Cllr C G Curry and it was unanimously AGREED to elect Cllr W Clouston as Chair. Cllr W Clouston took the Chair. Cllr W Clouston thanked Marc Horn, the previous chair and Cllr E S Buckley for chairing the meetings over the last few months. Cllr W Clouston acknowledged that the Parish Council has a number of ambitious projects on the go and is looking to hopefully progress some of these to conclusion before the 2021 elections.
- 1219.02. **RESIDENTS** present raised a number of matters and where relevant they are listed together with the actions that will be taken, if required. In due course, if necessary, reports will be made back to the Council.
- a) **Milkwell Development.** The closure of Milkwell/Leazes Lane was discussed. The road has had been closed from 11th – 31st December 2019 for public and vehicle safety. NCC is agreeing a remedial plan of works. It was noted there is a build up of debris on the road around Priory Gardens and Stagshaw roundabout due to the large vehicles exiting the site development. Cllr N M Oliver is to report this to the planning department.
- 1219.03. **TO CONSIDER CO-OPTION TO FILL ONE VACANCY.** Four candidates were considered for co-option and after a ballot, Melvyn Stone received the most votes. It was AGREED to co-opt Melvyn Stone onto the Parish Council to fill one vacancy. Melvyn Stone took his seat around the table and gave and signed his declaration of acceptance of office in the presence of the clerk.
- 1219.04. **APOLOGIES FOR ABSENCE –** Apologies received and approved from Cllr L Stenhouse. An email had been received from Warwick Milne resigning from the Parish Council. The statutory notice will be displayed for 14 days and Northumberland County Council advised.
- 1219.05. **DECLARATIONS OF INTEREST** - Cllr N M Oliver declared a personal and prejudicial interest in item 10 as a member of Northumberland County Council's Planning Committees
- 1219.06. **MINUTES.** It was proposed by Cllr N M Oliver, seconded by Cllr Mrs J Neal and AGREED the minutes of the meeting held on **26 November 2019** having been circulated, be signed as a true record.
- 1219.07. **ACTIONS FOLLOWING THE MEETING HELD ON 26 NOVEMBER 2019.**
- a) **Cashpoint Machine.** Cllr N M Oliver had written to Barclays Bank requesting an ATM in the vacant premises until such time as the building is let/sold.
- b) **CCTV.** Cllr N M Oliver will pursue this in the New Year.
- c) **Newcastle Road Speeding.** Cllr Mrs J Neal had obtained names of 6 volunteers who are willing to undertake the Community Speed Watch Training. The latest speed data had been received and will be sent to Cllr N M Oliver.
- d) **Signs.** It was noted that the Give Way/No Entry Sign at Coigns Corner had been hit by a vehicle and motorists are now unable to view the sign from either direction. **Action: Cllr N M Oliver to report to Glen Harrison, Highways Inspector, NCC.**
- 1219.08. **FINANCE.**
- a) **ACCOUNTS UP TO 30 NOVEMBER 2019** and budget report for the period ended 30 November 2019 were presented to the Council. It was AGREED to approve the Accounts and Budget Report. A discussion took place around the lease for the Stanners Wood. The Parish Council budget £2500 each year for the Stanners Wood however this is a contingency payment. Phil Kenny, previous councillor, had investigated the lease and unfortunately, the Parish Council is tied in for the full term.
- b) **TO REVIEW AND APPROVE ITEMS OF EXPENDITURE.** Payments were reviewed and it was AGREED to approve the items of expenditure on the list previously circulated.
- c) **BANK RECONCILIATION.** It was AGREED to accept and approve the bank reconciliation which shows the balances as at 4 December 2019 as £192,823.47.
- 1219.09. **PLANNING DECISIONS.** It was proposed by Cllr Mrs J Neal, seconded by Cllr S Ahmed and AGREED that the Council receive the details of the Planning Decisions made by Northumberland County Council, in accordance with the list circulated.
- 1219.10. **PLANNING APPLICATIONS.** It was proposed by Cllr Mrs J Neal, seconded by Cllr S Ahmed and AGREED to accept the decisions of the Planning Advisory Group in accordance with the list circulated. It was noted that the Village Trust will consult with the Parish Council on any application where they wish to object.
- 1219.11. **CORRESPONDENCE.** Correspondence and information items received since the November meeting had been listed on the agenda and were noted. Most items had already been circulated by email. No action was needed on the items received.
- 1219.12. **COUNTY COUNCILLOR REPORT.** Cllr N M Oliver gave his verbal report on matters relating to Northumberland County Council. This included an update on the broadband schemes in Aydon and Styford and funding availability following the General Election.

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- a) **MARKET PLACE – SCHEME OF MANAGEMENT.** No further update available.
- b) **LIBRARY CONSULTATION.** The Public Library Service is consulting with the residents of Northumberland to help decide the future of library services. The consultation covers both branch libraries and mobile libraries. A drop-in information session is to be held in Corbridge Library on 17 January from 2-4pm. The consultation will run until 18 March 2020 and responses can be emailed to libraries.consult@northumberland.gov.uk
- c) **FUNDING EBULLETIN.** Cllr N M Oliver receives a list of available grants on a monthly basis. These will be circulated to all councillors, when available.
- d) **COMMUNITY LED HOUSING.** This project is currently going through the legal process and the Parish Council is looking to complete in the New Year.
- e) **TO CONSIDER PROPOSED PARISH HALL EXTENSION PLANS.** The plans for the proposed extension had been circulated at the last meeting. After discussion, it was AGREED to approve the plans and take it to the next stage. This will include a discussion with Northumberland County Council's Conservation Officer, Planning Department and a pre-planning application submission.
- f) **LONELINESS CAMPAIGN INITIATIVE.** Cllr M F Griffin gave an overview of the Loneliness Campaign. An article had been prepared by Cllr M F Griffin, Age UK and Corbridge Health Centre which will be published in the February edition of Corbridge Matters. This will give reference to a number of activities and raise the profile of loneliness in the elderly in the parish.
- g) **UPDATE FROM THE FINANCE AND GENERAL PURPOSES MEETING.** The Finance and General Purposes Committee had met on 17 December to discuss the draft budget, proposed precept, review of the Cemetery Fees and Parish Hall Fees and the proposed guidelines 2020/21 circulated by Cllr M F Griffin. A report will be circulated for agreement at the January meeting.

1219.13 ITEMS FOR THE NEXT AGENDA

- a) A report from the Finance and General Purposes Committee to agree precept 2020/21.
- 1219.14. **DATE OF NEXT MEETING.** The next meeting of the Parish Council will be held on **Wednesday 22nd January 2020** at 7.00pm in Room One of the Parish Hall.

Signed as a true and accurate record

CORBRIDGE PARISH COUNCIL

MINUTES OF THE MEETING OF THE FINANCE AND GENERAL PURPOSES COMMITTEE HELD ON 17 DECEMBER 2019

1. **PRESENT.** Councillors W Clouston, Mrs E S Buckley, N M Oliver
2. **APOLOGIES.** Cllr Mrs M V Kemp
3. **REVIEW OF ACCOUNTS 2019-20.** Accounts were produced up to 30 November 2019. The projected end of year balance will be in the region of £160,728. At the end of the last financial year 2018-19, the Parish Council ended the year with £179,008.
4. **TO CONSIDER DRAFT BUDGET FOR 2020-21**

A draft budget had been prepared for the financial year 2020-21. The Parish Council is in a good financial position and in the past has tried to keep ½ the annual turnover in reserves. After discussion, it was AGREED to propose that the precept is increased to £128,000. This equates to £73.98 per band D household per year. An increase of £1.42 per household on last year.

A discussion took place over the use of the Cemetery Chapels which are only used for storage. Cllrs W Clouston and N M Oliver are to inspect the Cemetery Chapels to see if they could be brought into use. It was noted that the Parish Council pay Business Rates on the buildings. This had been queried with NCC and it was noted that only churches are exempt.

The following budget items are to note:

 - **Public Toilets - £10,000.** Discussion to take place with NCC over the transfer of the public toilets to PC responsibility.
 - **General Grant Aid – increased to £4,000.**
5. **REVIEW OF PARISH HALL AND CEMETERY FEES**
 - **Parish Hall Fees.** It was proposed the Parish Hall Fees remain at the same level as 2019/20. The hire charges were increased 2018/19 in line with other community buildings in the area.
 - **Cemetery Fees.** It was proposed to increase the parish residents' fees by 2.5% and the non-parish residents by 10%.
6. **TO CONSIDER PROPOSED GUIDELINES FOR CPC 2020-21 FROM CLLR M F GRIFFIN.**

The Committee considered Cllr M F Griffin's proposed guidelines and agree to continue to support the existing community groups, all parish residents and businesses and Community Led Housing project.

The following budget guidelines were discussed:-

Parish Hall – the aim is for the Parish Hall to break even which it has done in previous years.
Financial Year 2018-2019 – Income £33802 Expenditure £29354
Unexpected expenditure of £6K this year due to replacement of central heating boiler

Groundworks/Tree works iinc Cemetery - Exceptionally high cost of tree works in the current financial year due to the tree survey works which needed to be carried out. Proposed to allocate £5k in 2020-21 to tree works.

It is proposed to re-negotiate the Groundworks contract with NCC for the year 2021-22.

Allotments – Total costs for the allotment site on average <£500 per year. One off cost in 2019-20 to install 4 x standpipes. £2K to be refunded from the Allotment Group.

Cemetery Lodge – When fully occupied the lodge brings in £6K per year with costs <£500. Lodge has been empty for 4 months while it is being refurbished.

Newsletter – Income received between Jan-Mar 2020 of approx. £3-4K. Costs between £6K-£7K. No recommended change.

Further clarification needed on the following recommendations:

 - New devolved 'Quality Status' powers identification
 - It was questioned whether income projects such as Adopt a Bench, Donate to a Park, Maintain a Pant, Cut Grass could be successfully managed.
7. **CO-OPTION OF NEW COUNCILLORS.** Applications received from Melvyn Stone, Bobbie Middleton, John de Kanter and Lee Rogers to fill one vacancy. Ballot papers will be provided to all councillors to complete at the start of the meeting on 18 December 2019.

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RECOMMENDATIONS TO BE CONSIDERED AT THE MEETING OF CORBRIDGE PARISH COUNCIL ON 22 JANUARY 2020

1. **BUDGET 2020-2021.**
 - To set the precept at £128,000 for the coming financial year 2020-2021.
2. **REVIEW OF PARISH HALL FEES 2020-21.**
 - To maintain the fees at the current level of £15 per hour for the main hall and £10 per hour for the meeting rooms.
3. **REVIEW OF CEMETERY FEE 2020-21.**
 - To increase parish residents' fees by 2.5% and increase non parish residents' fees by 10%.

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CORBRIDGE PARISH COUNCIL BUDGET	1920 BUDGET	1920 ACTUAL TO DATE 31.12.19	VARIANCE	1920 ESTIMATED END OF YEAR	DRAFT BUDGET 2021
INCOME					
Parish Hall Hire	30000	21201	8799	25000	27000
Bank Interest & Dividend	200	405	-205	520	300
Cemetery Fees	20000	19557	443	25000	25000
Lodge rental	6000	2500	3500	4000	6000
Allotment site	700	2160	-1460	2700	700
Miscellaneous	4000	3711	289	5500	5000
Community Led Housing	0	0	0	0	77350
Precept	125000	125000	0	125000	
Play Areas	0	0	0	0	0
TOTAL [Credit]	185900	174534	11366	187720	141350
EXPENDITURE					
Admin					
Advertising	100	192	-92	192	200
Audit Legal Bank charges	1200	997	203	1050	1200
Postages, telephone and stationery	2000	2613	-613	2750	2500
Lease of office equipment & renewals	1000	582	418	750	1000
Subscriptions Travel Training	1500	1781	-281	2000	2000
Insurance	5000	3569	1431	3569	4000
Newsletter and website	6500	4459	2041	6500	6500
Staff wages inc pension contributions	24000	18827	5173	24000	24000
Sub	41300	33020	8280	40811	41400
Community Support					
Grant Aid	3000	3550	-550	3550	4000
Corbridge in Bloom	2500	2580	-80	2580	2500
Corbridge Youth Initiative	7500	7500	0	7500	7500
Corbridge Lunch Clubs	500	500	0	500	500
Remembrance Day	250	250	0	250	250
Christmas Lights	1200	300	900	1200	500
Sub	14950	14680	270	15580	15250
Parish Hall					
Refuse collection	400	386	14	386	400
Heating Lighting Water – Parish Hall	4500	3866	634	4500	4500
Cleaning & Consumables – Parish Hall	1800	1435	365	1800	2000
Repairs & Maintenance premises	2500	2500	0	2500	2500
Refurbishment / Storage	5000	0	5000	2000	5000
Miscellaneous	5000	1782	3218	3500	5000
Staff wages inc pension contributions	20000	15495	4505	21000	21000
Sub Total	39200	25464	13736	35686	40400
Property/Land/Open Spaces					
Corchester Playfield	140	140	0	140	140
Closed Churchyard	1000	1435	-435	1435	1000
Stanners wood	2500	2500	0	2500	0
Riverside to Well Bank Green	500	1791	-1291	2500	1000
Play Areas inc skateboard park	3000	411	2589	750	2500
Allotment Site	2000	2000	0	2000	50
Maintenance of Seats/ Shelters/Signage/Plants	2500	1484	1016	2000	1000

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Groundworks inc outsourcing	47500	40685	6815	47500	47500
Tree works	20000	7630	12370	10000	5000
Litter bins	500	146	354	500	500
Misc	0	0	0	0	0
Public toilets	2000	2000	0	2000	10000
Sub	81640	60222	21418	71325	68690
Cemetery					
Skip Hire	660	210	450	660	660
Cemetery Chapels - Repairs & Maintenance	5000	5000	0	5000	5000
Cemetery Lodge - repairs/refurbishments	2500	2818	-318	2818	500
Cemetery - Heating and Lighting	500	153	347	500	250
Cemetery Chapels - rates	1500	2042	-542	2450	1750
Miscellaneous	5000	4006	994	5000	2500
	15160	14229	931	16428	10660
Community Led Housing	10000	9098	902	9098	87350
Loan repayments	10259	0	10259	0	0
Contingency/Capital	15000	15000	0	15000	15000
Street Lighting					10000
Sub Total (DEBITS)	35259	24098	11161	24098	112350
VAT	0	14434			
TOTAL (DEBITS)	227509	186147	55796	203928	288750

Cash in hand at this date [per balance sheet] 31.12.19			165323
Estimated expenditure 19/20	203928		
Actual expenditure at this date	<u>186147</u>		
Expenditure to come for 19/20		17781	
Estimated income for 19/20	187720		
Actual income at this date	<u>174534</u>		
Income to come for 19/20		13186	
Net expenditure to come for 19/20			4595
Expected balance of funds at year end 31.03.20			<u>160728</u>

Miscellaneous Income

Christmas Lights contribution	300
Walking book sales	50
Southern Electric refund	254
Contribution towards station planters	1629
Corbridge Matters Adverts	1478
	<u>3711</u>

Expected balance as at 01.04.20		160728
Estimated income 20/21	141350	
Estimated expenditure 20/21	288750	<u>302078</u>
Suggested precept 20/21	128000	<u>13328</u>
Expected end of year balance 31.03.21		<u><u>141328</u></u>

CORBRIDGE PARISH COUNCIL

CORBRIDGE PARISH HALL

CHARGES, RULES AND CONDITIONS APPLYING TO ALL HIRERS [Valid from 1/4/20 to 31/3/21]

- 1. THE HIRER** will, during the period of hire, be responsible for the supervision of the premises, the fabric and contents, their care, safety from damage howsoever slight or change of any sort and the behaviour of all persons using the premises whatever their capacity, including proper supervision of car parking so as to avoid obstruction of the highway. The Hirer shall indemnify the Council for the cost of repair of any damage done to any part of the premises or its contents that may occur during the period of hire. The Hirer must in all cases but a responsible person over the age of 21 years.
- 2. THE HIRER** shall not sub-let the premises or use, nor allow the premises to be used, for any unlawful purpose or in any unlawful way nor do anything or bring onto the premises anything which may endanger the same or the insurance policies in respect thereof.
- 3. CORBRIDGE PARISH COUNCIL** owns the Parish Hall. Any queries that cannot be dealt with by the Caretaker, Chris Urwin Tel. 07879554487 should be made in writing to Clerk of the Council, 7 Stonecroft, Horsley, NE15 0AF.**NO**
- 4. NO DOGS** [with the exception of assistance dogs] are to be brought into the buildings or the land surrounding the Premises without permission.
- 5. THE CONSUMPTION OF ALCOHOL AND/OR THE HOLDING OF DANCES OR SIMILAR EVENTS** require prior permission from the Council though not unreasonably withheld. The Council may require a Deposit of £300.00 to be paid 7 days in advance of the event at the Council's discretion. The Deposit will be returned as soon as possible after the event subject to there being no damage, the building is clean, all rubbish removed, there is no litter in or outside the premises and there being no disturbance to neighbours. The Council's decision in the withholding of refunds etc is final. All music whether reproduced or other must cease at 11.30pm. The Hirer shall ensure that in order to avoid disturbing neighbours to the hall and avoid violent or criminal behaviour, care shall be taken to avoid excessive consumption of alcohol. Drunk and disorderly behaviour shall not be permitted either on the premises or in its immediate vicinity. Alcohol shall not be served to any person suspected of being drunk nor to any person suspected of being under the age of 18. Any person suspected of being drunk, under the influence of drugs or who is behaving in a violent or disorderly way shall be asked to leave the premises. No illegal drugs may be brought onto the premises. The Hirer shall also be responsible for the obtaining of any licences required by law for the sale of alcohol. The hirer is responsible for ensuring that alcohol is consumed only inside the Parish Hall. It is strictly forbidden to consume alcohol outside the building whether on Parish Council or other property. It is the hirer's responsibility to familiarise him / herself with all applicable Health and Safety regulations and applicable legislation relating to the hire of the Parish Hall and its compliance. The hirer shall comply with all regulations 'as is'.....
The maximum numbers permitted in the Parish Hall are:- Hall 160 Mearns Room 35 Room One 35
- 6. LICENCE.** The hirer agrees to notify the Parish Hall of any licensable activities taking place at the event and be bound by the terms and conditions of the Premises Licence. Licensable activities for which the Parish Hall holds a Premises Licence are attached. In order to hold a licensable activity not covered by the Parish Hall's Premises Licence a Temporary Event Notice (TEN) will need to be given to the licensing authority. **The Hirer shall obtain the written consent of the management committee before giving the licensing authority a TEN.** The Parish Council are responsible for the sale of alcohol under the Licensing Act 2003. The hirer may apply to the Parish Council for an agreement to sell alcohol during the licensed hours.
- 7. AT THE END** of the hire period, the Hirer is responsible for leaving the premises and surrounds in a clean and tidy condition, properly locked internally and secured [unless arranged beforehand with the Caretaker]. Any contents moved from their usual place should be properly replaced, as otherwise an additional charge may be made.
- 8. THE COUNCIL** reserves the right to cancel a booking if the premises are required for an election polling station or for any other reason whatsoever thought necessary by the Council. In the event of the premises not being available to the Hirer on the date booked, through no fault of the Council or otherwise, the Council shall not be liable to the Hirer for any resulting loss to the Hirer.
- 9. SMOKING** is allowed in any part of the Premises. Smoking is permitted in the grounds of the Parish Hall however any cigarette ends must be placed in the bin provided outside the Parish Hall. **NO FIREWORKS** are to be set off in the buildings or on the land surrounding the Premises.
- 10. SOUND AND PUBLIC ADDRESS SYSTEM.** This can only be used in the main Hall and only if the Hall is booked at the same time. There is no extra charge for its use. Hirers wishing to book the sound system must contact the Caretaker in advance of the booked date in order to be shown how to use the system and to sign for it before and after use. Note that the person signing is solely responsible for the sound system in all respects.
- 11. BOOKINGS** can only be made on the Booking Form obtainable from the Parish Hall or the Clerk to the Council. Confirmed bookings **will be charged for** if cancelled by the Hirer for any reason whatsoever, unless re letting is possible.
- 12. CHARGES** are based upon the time used including setting up time and clearing away and charged by the hour or part thereof. Hirers should leave the premises at the end of the period booked to avoid incurring additional charges. Premises are normally available between 08:00 and 23:30 Sunday to Thursday and 08:00 to 00:30 Friday and Saturday nights. Rental outside these hours and on public holidays etc will be considered on a case by case basis (but not unreasonably withheld.)

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Late night bookings (after 11.00pm) will incur an additional charge of £35.00 per hour or part thereof in addition to the usual hourly charges. Hire on Bank and Statutory Holiday is charge at DOUBLE normal rates. Booking of Bank/Statutory Holidays and late bookings are subject to Caretaker availability.

13. ACCOUNTS are sent monthly and payable upon receipt. An account more than two months in arrears may mean cancellation of further bookings until payment is made. Bookings are at the discretion of the Council.

14. SAFEGUARDING CHILDREN AND VULNERABLE ADULTS. The Hirer shall ensure that any activities for children, young people and other vulnerable groups shall only be provided by fit and proper persons in accordance with the Safeguarding Vulnerable Groups Act 2006 and any subsequent legislation. When requested, the hirer shall provide a copy of their Safeguarding Policy and confirmation that relevant checks have been carried out through the Disclosure and Barring Service (DBS).

15. FLY POSTING. The Hirer shall not carry out or permit fly posting or any other form of unauthorised advertisements for any event taking place at the premises and shall indemnify and keep indemnified each member of the Parish Hall Management Committee accordingly against all actions, claims and proceedings arising from any breach of this condition. Failure to observe this condition may lead to prosecution by the local authority.

16. SALE OF GOODS. The Hirer shall, if selling goods on the premises, comply with Fair Trading Laws and any code of practice used in connection with such sales. In particular, the Hirer shall ensure that the total prices of all goods and services are prominently displayed, as shall be the organiser's name and address and that any discounts offered are based only on Manufacturer's Recommended Retail Prices.

17. STORED EQUIPMENT. The Parish Hall accepts no responsibility for any stored equipment or other property brought on to or left at the premises, and all liability for loss or damage is hereby excluded. All equipment and other property (other than stored equipment) must be removed at the end of each hiring or fees will be charged for each day or part of the day at the hire fee per hiring until the same is removed. The Parish Hall may, in its discretion in any of the following circumstances, namely (a) in respect of stored equipment, failure by the Hirer either to pay any storage charges due and payable or to remove the same within 7 days after the agreed storage period has ended (b) in respect of any other property brought on to the premises for the purposes of the hiring, failure by the Hirer to remove the same within 7 days after the hiring dispose of any such items by sale or otherwise on such terms and conditions as it thinks fit, and charge the Hirer any costs incurred in storing and selling or otherwise disposing of the same.

18. KITCHEN. Parish Hall hire charges include the use of the kitchen but only if its use is pre-booked. If two or more hirers require the kitchen at the same time the first booking has priority in any conflict of use.

19. NO ALTERATIONS or additions may be made to the premises nor may any fixtures be installed, or placards, decorations or other articles be attached in any way to any part of the premises without the prior written approval of the Parish Clerk. Any alteration, fixture or fitting or attachment so approved shall at the discretion of the Parish Hall remain in the premises at the end of the hiring. It will become the property of the Parish Hall unless removed by the hirer who must make good to the satisfaction of the hall or, if any damage caused to the premises by such removal.

20. HIRE CHARGES.

RATE	Code	Charges	
Room One or Mearns Room	[R]	£10.00	Per hour or part thereof
Main Hall	[H]	£15.00	Per hour or part thereof
Main Hall plus room/s	[HR]	£15.00 plus £6.50 per room	Per hour or part thereof
OTHER CHARGES			
Late bookings and bank holidays	Subject to caretaker availability	See Rule 11	

CORBRIDGE PARISH COUNCIL

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CORBRIDGE CEMETERY, DILSTON ROAD, CORBRIDGE, NE45 5QT
J. T. Hedley, Cemetery Superintendent, 1, Synclen Avenue, Corbridge, NE45 5JF
Telephone: 07966 330762

Email: jim.hedley@northumberland.gov.uk

CHARGES AND RULES – 2020/21

72 hours advance notice must be given for all burials

PART 1: Burials [These charges apply if the burial takes place Monday to Friday]

		Standard charge	Parish resident
1	Body of a stillborn child or baby not over six months old	NIL	NIL
2	Body or cremated ashes of a child	NIL	NIL
3	Body of a person whose age at death exceeded 18 years	1530	752
4	Cremated ashes of person whose age at death exceeded 18 years	504	247
5	Cremated ashes - scattered below turf level	388	190
6	For graves more than 5 foot deep a further fee for each additional foot depth of	200	160

PART 2: Rights granted

		Standard charge	Parish resident
1	Right of burial for 99 years	520	304
2	Right to construct and to burial in a walled grave	Fee by prior arrangement	Fee by prior arrangement
3	Right to erect a full size memorial for 30 years	805	550
4	Right to erect on grave a small memorial for 30 years	670	435
5	Renewal of Right to Erect a memorial for a further 30 years	FOC	FOC
6	Right to place on grave a small block vase or plinth	FOC	FOC

PART 3: Other charges

		Standard charge	Parish resident
1	Search of burial register and for copy of the entry	30	30
2	Certified copy of entry of burial	60	30
3	Transfer of Right of Burial	60	60
4	Sale of memorial fixing saddle, each	160	160
5	Any item not described heretofore	Fee by prior arrangement	Fee by prior arrangement

PART 4: Cemetery Rules.

[1] **These Rules** must be read in conjunction with the Rules relating to the erection and maintenance of Memorials.

[2]. **In all matters** relating to the Cemetery, the Council's decision is final. The Council acts under the Local Authorities Cemeteries Order 1977 [as amended].

[3]. **The Council** may prune or remove any plants, pots, ornaments, shrubs, grass or trees anywhere within the Cemetery without notice or compensation, if the Council at its own absolute discretion considers it necessary for the good order and running of the Cemetery.

[4]. **After funerals** all flowers and wreaths **laid** on a grave will be removed and disposed of not earlier than 14 days after the funeral takes place.

[5]. **After Christmas** all flowers and wreaths **laid** on a grave will be removed and disposed of not earlier than the 14th February.

[6]. **Grave Spaces.** No marking, delineating or decoration of a Grave space is allowed. Any ornamentation on a grave will be removed. Grave spaces must be kept in a tidy condition. Please contact the Superintendent if further clarification is needed.

[7]. Memorial **headstones** are not permitted unless the fee in Part 2 has been paid.

[8]. **Grave kerbs** are not permitted in the new sections of the Cemetery.

[9]. **Motor Cars** are not allowed in the Cemetery without permission from the Cemetery Superintendent **and Dogs** must be kept on a lead at all times.

[10]. **The Cemetery is normally open** between 9.00 AM and 4.00 PM [Dusk if earlier].

[11]. **The Cemetery Superintendent is normally available for enquiries** Monday to Friday [Bank Holidays excepted] between 9.00 AM and 4.00 PM by telephoning 07966 330762 or email jim.hedley@northumberland.gov.uk.

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[12]. **The Standard charge is payable UNLESS** the deceased was before [that is within 36 months of] death a resident living in Corbridge Parish. This includes former residents who died in a nursing/care home or hospital/hospice outside Corbridge Parish.

By order of Corbridge Parish Council, Parish Hall, St Helens Street, Corbridge NE45 5BE