

ROTHBURY JOINT BURIAL COMMITTEE

Minutes of a meeting of Rothbury Joint Burial Committee held on Monday 9th June 2025 commencing at 8pm in the Blaeberry Room, Jubilee Institute

Those Present: Cllr Sutton (Chairman), (Rothbury Parish Council), Cllr Mrs Dunn (Whitton & Tosson Parish Council), Cllr Foggon (Thropton Parish Council), Cllr Mrs Famelton (Hollinghill Parish Council)

RJBC/20/25 Apologies for absence

Cllr Devlin (Rothbury Parish Council)

RJBC/21/25 Election of Chairman

Cllr Sutton proposed and seconded as Chairman and duly elected.

RJBC/22/25 Election of Vice Chairman

Cllr Foggon proposed and seconded as Vice Chairman and duly elected.

RJBC/23/25 To confirm individual Parish Council membership

Rothbury Parish Council – Cllr's Sutton and Devlin, with one vacancy remaining

Thropton Parish Council – Cllr Foggon

Whitton & Tosson Parish Council – Cllr Mrs Dunn

Hesleyhurst Parish Council – Cllr Whicker

Hollinghill Parish Council – Cllr Famelton

RJBC/24/25 Declaration of Members Interests

Members are required to disclose personal and prejudicial interests relating to any matters to be considered at the meeting. The disclosure must include the nature of the interest. An interest must also be disclosed in the meeting if it only becomes apparent to the member during the meeting. If a member who has declared a personal interest then considers the interest to be prejudicial he/she shall declare that, and, after making any representations, answering questions or giving evidence relating to the business, the member shall withdraw from the room for the remainder of the item to which the interest relates.

There were no Declaration of Members Interests.

RJBC/25/25 Minutes of previous meeting held 7th April 2025

RESOLVED:

Members agreed that the minutes of the previous meeting held 7th April 2025 were a true record.

RJBC/26/25 Cemetery grounds, lodge, equipment

RJBC/26/25/01 16ft x 10ft storage shed. Members to receive progress report on new shed.

Contractor had carried out preliminary site visit, however works had not yet commenced.

RJBC/26/25/02 Works required further to CCTV drainage report. Members to receive update.

Cemetery Superintendent had carried out exploratory works. Clearance works / new pipe required.

A set of draining rods would be required.

RESOLVED:

The Clerk to arrange purchase of drainage rods.

RJBC/26/25/03 **Members are asked to consider purchase of battery chainsaw and strimmer**
Battery operated pruning equipment and strimmer had been requested via cemetery staff.

RESOLVED:

The Clerk to seek quotations for equipment.

RJBC/27/25 **Burial ground land**

RJBC/27/25/01 **Request to restore stream to original position in order to utilise existing burial ground.**
Members to receive update

A local representative of Natural England had offered to attend a site meeting and offer assistance.

RESOLVED:

The Clerk to contact local representative.

RJBC/27/25/02 **Existing available gravespace. Members to consider works required to increase available space.**

Item reliant on above, however there was additional land available at the cemetery, which required preparatory works.

RESOLVED:

Site meeting to be organised with cemetery personnel.

RJBC/27/25/03 **Possible additional burial ground. Members to consider additional land for burials.**
There was nothing to consider at the present time.

RJBC/28/25 **Finance**

RJBC/28/25/01 **Members to note receipts and payments from 1st April to 31st May 2025**

Members noted receipts and payments from 1st April to 31st May 2025.

RJBC/28/25/02 **Members to note budget / spend to 31st May 2025**

Members noted budget / spend to 31st May 2025.

RJBC/28/24/03 **Fees and Charges. Members to carry out annual review of fees and charges.**

Members reviewed fees and charges.

RESOLVED:

Members agreed to retain fees and charges at the current rates.

RJBC/28/24/04 **Cemetery Lodge Rent. Members to review rent**

Members reviewed the cemetery lodge rent.

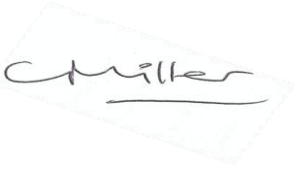
RESOLVED:

Members agreed to retain the cemetery lodge rent at the current rate.

RJBC/29/25 **Date of next meeting**

The next meeting of Rothbury Joint Burial Committee will be held on Monday 4th August 2025 in the Blaeberry Room Jubilee Institute

The meeting closed at 820pm

A handwritten signature in black ink, appearing to read "C. Miller", is enclosed within a light blue dashed rectangular border.

Claire Miller, Clerk
Rothbury Joint Burial Committee

DRAFT