

ROTHBURY JOINT BURIAL COMMITTEE

Minutes of meeting of Rothbury Joint Burial Committee held on Monday 4th August 2025 commencing at 8pm in the Blaeberry Room, Jubilee Institute, for the purpose of transacting the business contained within this Agenda.

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

In Attendance: C Miller (Clerk)

RJBC/30/25 Apologies for absence
Cllr Devlin (Rothbury Parish Council)

RJBC/31/25 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/32/25 Minutes of previous meeting held 9th June 2025

RESOLVED:
Members agreed that the minutes of the previous meeting held 9th June 2025 were a true record.

RJBC/33/25 Cemetery grounds, lodge, equipment

RJBC/33/25/01 16ft x 10ft storage shed. Members to receive progress report on new shed.
Slab had been laid in preparation for erection of shed. Quotes currently being sought for materials.

RJBC/33/25/02 Works required further to CCTV drainage report. Members to receive update.
Cemetery staff to dig out 3m from drain, to be cut, blocked off and new pipe installed.

RJBC/33/25/03 Reed pond. Members to consider installation of reed pond
Further to a nearby planning issue, the stream was running extremely slowly. This could result in the cemetery septic tank having to be replaced, however if a reed pond were to be installed this would be negated.

RESOLVED
1. Members agreed a reed pond should be created.

2.Cllr Dunn to speak to Alan Winlow who would be able to advise accordingly.

RJBC/34/25 Burial ground land

**RJBC/34/25/01 Request to restore stream to original position in order to utilise existing burial ground.
Members to receive update**

Further to site meeting held September 2024, no response had been forthcoming from Northumberland Estates in relation to diverting the stream. An independent person had agreed to offer guidance, with site meeting to be held in due course.

RJBC/34/25/02 Existing available gravespace. Members to consider works required to increase available space.

Problems were being encountered with hearses catching kerbstones, however if action were taken to ease this, sixty gravespaces could be lost.

RESOLVED:

A site meeting would be held to consider options for improving access for funeral vehicles, without the need to lose many gravespaces.

RJBC/34/25/03 Possible additional burial ground. Members to consider additional land for burials.

Nothing to discuss.

RJBC/35/25 Finance

RJBC/35/25/01 Members to note receipts and payments 1st June to 28th July 2025

Members noted receipts and payments 1st June to 28th July 2025.

RJBC/35/25/02 Members to note budget / spend to 28th July 2025

Members noted budget / spend to 28th July 2025

RJBC/36/25 Permission to erect memorial / additional inscription form. Members are asked to consider adoption of form.

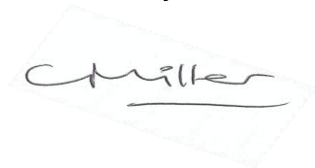
The Clerk had drafted permission form for memorial / additional inscription.

RESOLVED:

Members agreed to adopt the form.

RJBC/37/25 Date of next meeting

The next meeting of Rothbury Joint Burial Committee will be held on Monday 6th October 2025 commencing 730pm in the Blaeberry Room, Jubilee Institute.



Claire Miller, Clerk
Rothbury Joint Burial Committee

The meeting closed at 820pm

DRAFT