

Ovingham Joint Burial Committee

Clerk's Report and update on actions – 24th September 2024

Burial Administration Update

There have been 3 interments since the last meeting on 25 June

- John Froggatt
- John Jordon
- George Wilkinson (Ashes)

There has been 1 advance request to purchase burial rights.

There have been no searches of cemetery records.

3 new memorials have been erected.

There is one outstanding requests to erect memorials.

Accurate records/plans of burial plots have been maintained.

Following the depth check the grave was confirmed as a single. The family have been informed and have purchased an additional plot in the cemetery.

Grounds Maintenance Contract

- The Wilkinson grave has been gravelled.
- The remaining 8 graves remain outstanding.

Dog Signs in Cemetery

Proof requested from Sign and Design, this will be circulated to members ahead of purchase.

Cemetery Trees

Clerk to check epicormic shoots are removed from trees.

Cemetery Lodge

- **Gas Safety Certificate** – inspection completed on 30 April 2024. Tenant has been sent a copy of the certificate.
- **Electrical Safety Certificate** – inspection completed on 23 May 2024 following remedial work. Tenant has been sent a copy of the certificate.

Cemetery Gates

- Lodge tenants recently had an incident with an individual and were advised to close the gates.

OJBC Bank Account

The bank account for the income from property within the cemetery is in the process of being set up. Mike Senior has been removed from the OJBC bank account and has been replaced by Diana Carney.

Failed Memorials

The four yearly full inspection has taken place. Families are to be contacted if possible regarding failed memorials. Update to be given at next meeting of OJBC.

- 991 memorials inspected
- 23 memorials failed with an amber status
- 16 lawn memorials failed
- 7 memorials between 4-7ft (1 recommended for memorial mason repair due to the severe lean angle)

In comparison on the last inspection 4 years ago 978 memorials inspected and 87 failed.

Ovingham Joint Burial Committee – Actions arising from Meetings

Subject	Action	Who	Notes
OJBC Meeting 21-02-2023			
	<ul style="list-style-type: none"> • The grant for loft insulation be progressed with the tenant and if only partial grant is available the Committee to consider paying the additional cost. 	Clerk and Tenant	Information for grant for EPC received. OJBC as landlord will be responsible for 1/3 of the cost of work required to raise the EPC rating from and E to a C.
OJBC Meeting 13 June 2023			

Grounds Issues	<ul style="list-style-type: none"> Closure and locking of cemetery gate at 10pm 	Clerk	To be reviewed with tenants following incident
	<ul style="list-style-type: none"> Keysafe for cemetery gate 	Clerk	On hold.
OJBC Meeting 25 June 2024			
Grounds Issues	<ul style="list-style-type: none"> Dog waste sign on cemetery gate 	Clerk	Awaiting draft
Cemetery Deeds	<ul style="list-style-type: none"> Information relating to the Cemetery Deeds requested from Northumberland Estates. 	Clerk	Awaiting further update
Annual Actions			
Review Risk Assessment Annually	<ul style="list-style-type: none"> Risk Assessment approved at the meeting on 17 January subject to: <ul style="list-style-type: none"> Slips Trips and Falls – Ensure leaves, branches and debris is cleared from driveway Committee Members to report and take action on areas when they visit the cemetery 	Clerk	Clerk to update Risk Assessment with these actions. Next review to take place in January 2024
Fees and Rules	<ul style="list-style-type: none"> Committee to review fees and rules increase Once fees/rules have been agreed send out to all local undertakers with copy of interment form. 	Clerk	September 2024