

DRAFT Minutes of Hambleton Parish Council BURIAL AUTHORITY

Thursday 9 October 2025, 6pm at Hambleton Village Hall

BA 8/25 Present and Apologies

Councillors present: Maria Ferris (Chair), Jeff Bramley (VC), Tim Anger, Jenny Bramley, Andrew Calvert, Mike Dunne, Keith Ferris and Ray Rossiter. Also in attendance: Juvina Janik (clerk).

BA 9/25 Declarations of Interest

None declared.

BA 10/25 To approve and sign the minutes for Burial Authority meeting held 10 April 2025

The draft minutes had been circulated shortly after the April meeting and no amendments had been necessary. TA proposed, KF seconded the minutes were a true record. **Resolved:** All in Favour. The document was signed by the Chair.

BA 11/25 To discuss memorial placed without prior approval and course of action to be taken

Following a discussion about the location and placement of the memorial, it was decided that:

1. The memorial will not be authorised as it is not in line with the cemetery's regulations, health and safety terms and conditions or existing layout plan and potentially compromises plans for extension of the area in the future
2. The owner will be advised to remove the unauthorised memorial as soon as possible and replace the existing approved memorial with something that suits both remembrances, and gets approval from the Burial Authority
3. Although a time limit for the removal has not been set because of the sensitive nature, the Burial Authority stresses that the memorial is not placed in an approved location and therefore it will not take responsibility for any accidents that occur due to the installation.
4. The Burial Authority will address the problem with the stonemason.

BA 12/25 To confirm scattering of Ashes policy details

Resolved: Scattering of Ashes will be allowed in a selected area of the cemetery, in accordance with guidance from the ICCM.

Policy wording to include: In respect of others' Exclusive Rights of Burial, and the effect the ashes can have on the grass and plants, the Burial Authority will provide the location within the cemetery for the scattering and ask that ashes are scattered thinly, as recommended by the ICCM.

Process will involve: completion of a request form, allocation of a scattering site and date, an administration fee of £34 and record keeping in line with ICCM guidance and legislation.

BA 13/25 Maintenance Matters

- a) Updates and matters to report

Nothing to update.

Matters to report: it was raised for consideration that an appropriate way to mark where scattering of ashes should take place could be a floral display or a permanent memorial which could accommodate commemorative plaques.

BA 14/25 Finance

- a) To approve and sign the bank reconciliation from 1 April 2025 to 30 June 2025

Resolved: Council reconciled with the bank statements and the Chair signed the summary.

- b) To approve the bank reconciliation 1 July 2025 to 30 September 2025

Resolved: Council reconciled with the bank statements and the Chair signed the summary.

BA 15/25 AOB

Consideration to secure land in order to expand into land to the east

BA 16/25 Meeting Close 6.20pm

Signed: _____

Date: _____

Hambleton
Parish Council
BURIAL AUTHORITY

Financial Year:
1 APRIL 2025 TO
31ST MARCH 2026

1 APRIL 2025 - 30 JUNE 2025			£	28,673.52
Receipts:	No.	Date:	Amount:	
THORNTONS	CHQ DEPOSIT 203	22/04/2025	£	585.00
MINDFUL MEMORIALS		29/04/2025	£	120.00
MINDFUL MEMORIALS		02/05/2025	£	120.00
MINDFUL MEMORIALS		02/05/2025	£	120.00
MR GARNETT		21/05/2025	£	235.00
MINDFUL MEMORIALS		06/06/2025	£	100.00
MYERS	CHQ DEPOSIT 204	09/06/2025	£	120.00
			£	1,400.00

Payments Out:

HAMBLETON PC ACCOUNT	TRANSFER	11/04/2025	£	3,681.22
			£	3,681.22

Reconciliation

Cashbook balance to 30 JUNE 2026	£	26,392.30
Bank Statement Balance 30 JUNE 2026	£	26,392.30
ADD	£	-
MINUS	£	-
	£	26,392.30

Hambleton
Parish Council
BURIAL AUTHORITY

Financial Year:
1 APRIL 2025 TO
31ST MARCH
2026

1 JULY 2025 - 30 SEPT 2025			£	26,392.30
Receipts:	No.	Date:	Amount:	
MINDFUL MEMORIALS		04/07/2025	£	120.00
THORNTONS DIGNITY		25/07/2025	£	160.00
MYERS			£	80.00
CHAMBERS (DIGNITY)			£	220.00
GRUNDY			£	840.00
			£	1,420.00

Payments Out:

NONE			£	-
			£	-

Reconciliation

Cashbook balance to 30 SEPT 2025	£	27,812.30
Bank Statement Balance 30 SEPT 2025	£	26,512.30
ADD	£	1,300.00
MINUS	£	-
	£	27,812.30