

**MINUTES OF THE MEETING OF THE BURIAL BOARD COMMITTEE HELD ON
MONDAY 13th OCTOBER 2025 IMMEDIATELY AFTER THE MEETING OF RUDBY
PARISH COUNCIL IN THE HUB, METHODIST CHURCH, HUTTON RUDBY**

**Present: Councillor Mortimer (Chairman), Councillors Barker, Bragg, Jopling,
Puttick, Saxton, Simpson, Tate, Voke and Webster**

1. To approve apologies for absence.

Councillor Bury. RESOLVED to accept.

2. Declarations of interest.

None.

3. Meeting open to the public.

None present.

4. Burial Ground extension landscaping project

Councillor Simpson reported that trees and shrubs have been sourced from Hill & Sons and will probably cost less than previously thought. Planting is hoped to commence mid-November.

Three sustainably grown British Oak Benches have been ordered for the Burial Ground. Two will be used in the new landscaping project and one will replace the damaged existing bench.

RESOLVED to ask Charlton Services to install the bench bases as per the estimate approved in the last meeting.

5. Updates to Burial Ground rules

The Clerk had recently completed an Institute of Cemetery and Crematorium Management (ICCM) training course. A report was submitted to Councillors outlining recommendations for updating the current administrative procedures of RPC Burial Board. It was RESOLVED that the Clerk would prepare draft Forms and revised Burial Ground Rules.

The Clerk reported that Memorial Headstone Safety Inspections should be carried out at least every 5 years to ensure structural stability of headstones within the Burial Ground. Two quotations to provide the service have been obtained.

It was RESOLVED to accept the lower cost from Memsafe at £3.75 plus VAT per memorial.

6. New Notice Board

Councillor Tate is preparing the Notice Board which he has in storage and Councillor Puttick offered to clear vegetation from the area near to where the Board will be erected.

RESOLVED to ask Charlton Services for costings to install the Board, probably at the same time the bench bases are constructed.

Meeting concluded 22.10

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