



## HEXHAM TOWN COUNCIL

**I GIVE NOTICE** that an online meeting of the Hexham Town Council Planning & Infrastructure Committee will be held on Wednesday 9 September 2020 at 9.30am when the following items will be discussed:

### **A G E N D A**

1. Apologies for absence.
2. To receive minutes of the Planning and Infrastructure Committee meeting held 3 August 2020, enclosed.
3. Matters arising.
4. Declarations of interest (see enclosed).
5. To comment on Planning Applications received (see enclosed).
6. To consider allotment fees for 2021/22.
7. To consider burial fees for 2021/22.
8. To consider the Northumberland Local Plan consultation and land currently occupied by Hexham Middle School.
9. To consider the Council's Sustainability Action Plan and Friends of the Earth recommendations (circulated to Committee members on 10 August).
10. To consider correspondence received (if any).
11. To agree a date and time for the next meeting.
12. Any urgent matters at the Chairman of the meeting's discretion. (*Matters to be raised under this item should be written out (if possible) and handed to the Chairman of the meeting or the Town Clerk before the meeting begins.*)

A handwritten signature in blue ink, appearing to read 'Jane Kevan'.

Jane Kevan  
Town Clerk  
3 September 2020

Hexham Town Council  
Council Office  
St Andrew's Cemetery  
West Road  
Hexham  
NE46 3RR  
01434 609575  
[clerk@hexhamtowncouncil.gov.uk](mailto:clerk@hexhamtowncouncil.gov.uk)  
Hagenda 0920 PlanningInfrastructureCommittee

**HEXHAM TOWN COUNCIL**  
**MINUTES OF THE TOWN COUNCIL ONLINE PLANNING AND**  
**INFRASTRUCTURE COMMITTEE MEETING HELD ON 3 AUGUST 2020**

1420.	PRESENT: Councillor T G E Gillanders in the chair and Councillors R Hull, S Ball, C Hanley, J V R Hare, D Bell and J Ord.
1421.	No APOLOGIES FOR ABSENCE were received.
1422.	MINUTES of the Committee meeting held 16 July 2020, having been circulated, were AGREED.
1423.	<p>MATTERS ARISING:</p> <ul style="list-style-type: none"> <li>a. BENSON'S MONUMENT (minute 1402c and action log refers). It was noted that NCC has advised refurbishment work will take place in late August/early September.</li> <li>b. ABBEY FLOODLIGHTS ELECTRICITY CONTRACT (minute 1405 and action log refers). It was noted that the estimated price will be lower than previously advised.</li> <li>c. CARBON FOOTPRINT (minute 1407 and action log refers). An update from Councillor Ord on possible student research was noted.</li> <li>d. BAT BOXES (minute 1407 and action log refers). Information received was noted and it was AGREED to purchase some boxes.</li> <li>e. RURAL SERVICES NETWORK SURVEY (minute 1408 and action log refers). Suggested priorities were AGREED.</li> <li>f. LOCAL PLAN CONSULTATION (minute 1412 and action log refers). It was noted that a response had been submitted.</li> <li>g. LOCAL ELECTRICITY BILL (minute 1414 and action log refers). It was noted that a letter had been sent to the MP.</li> <li>h. MILLFIELD TERRACE/EILANSGATE JUNCTION (minute 1415 and action log refers). It was noted that NCC have been advised of the Town Council's concerns.</li> <li>i. SIGNAGE (minute 1416 refers). It was noted that Councillor Gillanders is attending a meeting about this on 4 August.</li> </ul>
1424.	DECLARATIONS OF INTEREST: Councillor Gillanders declared a non-pecuniary interest in two applications (20/02110/FUL and 20/02178/FUL) and took no part in the consideration of these applications.
1425.	PLANNING APPLICATIONS: It was AGREED there were no objections to, or comments on, the applications received in accordance with the list circulated and attached to the agenda except to applications 20/01812/FUL (land to north of West Peterel Field, Dipton Mill Road) as this is a new residential building in the green belt and 20/01864/FUL (2 Broadway Gardens) on the grounds of loss of privacy to another property. It was also AGREED that no comments could be made on applications 20/01987/FUL (5-7 Eastgate) or 20/00584/PREAPP (Clontibret, Allendale Road) as no information on these is on the planning portal. Three recent applications were also considered and it was AGREED not to object to 20/02294/PRUTPO (18 Hackwood Park) subject to the owner of the trees providing agreement in writing; to object to

	20/01337/FUL (land east of Lowgate Nursing Home) as the proposed build is unsuitable for the site and it is in the green belt; and not to object to 19/03971/FUL (rear of 13 Cattle Market).
1426.	BT PHONE BOXES: It was noted that NCC will publish a First Notice regarding the proposal to remove the phone box at Shaftoe Leazes, consider responses and make a final decision on 28 September. It was also noted that this phone is used approximately three times a month and that BT has given NCC an extension to 28 February 2021 to consult on the closure of nearly 50 phone boxes in Northumberland.
1427.	LAND WEST OF RED LION COTTAGE, CORBRIDGE ROAD: A Tree Preservation Order notice was noted.
1428.	CYCLING SURVEY: Responses to a survey following a Hexham to Corbridge cycle ride on 11 July were noted.
1429.	REALLOCATION OF ROAD SPACE FOR ACTIVE TRAVEL: A copy of a letter to NCC on this issue was noted.
1430.	NORTHUMBERLAND LOCAL PLAN ADDENDUM: It was noted that NCC has advised that Intake Way, Hexham was not included in the original document. It was AGREED to support NCC in not removing this from the green belt. Land from Hexham Middle School moving to the QEHS site was also noted and it was AGREED to consider this further at the next meeting.
1431.	NEW PAVEMENT LICENSING ARRANGEMENTS: Information from NCC on this new regime where applications may be made from 3 August was NOTED. It was AGREED, in principle, to support local businesses but noted that Hexham does not have any suitable pavements unless parking spaces are closed. It was further AGREED to put information on these new arrangements on the HTC website.
1432.	QUATRE BRAS ALLOTMENTS: It was noted that hens but not cockerels may be kept at allotment plots. Following a complaint from a local resident about a cock crowing, a chicken thought by a tenant to be a hen has been found to be a cockerel. It was further noted that the Clerk has taken advice from the Poultry Club of Great Britain regarding possible rehoming which will be passed on to the tenant.
1433.	TEMPORARY TRAFFIC MEASURES IN HEXHAM: Information relating to temporary road closures and the Market Place was noted and it was AGREED to add this as a news item on the website once details have been confirmed by NCC.
1434.	TEMPORARY TRAFFIC REGULATION ORDERS: It was AGREED to add details of these relating to Hexham to the Town Council website.
1435.	NEXT MEETING: It was AGREED that the date of the next online Committee meeting will be Wednesday 9 September at 9.30am.

**Action Log**

Pursue more quotes re heating the Chapel and electrical supply and vehicle charging points (minute 1347a)	Clerk
Further research tractor options (minute 1347b)	Operations Manager
Purchase bat boxes (minute 1423d)	Clerk
Submit a response to the RSN survey (minute 1423e)	Clerk
Respond to NCC re Intake Way, and list Local Plan consultation and HMS land on the next agenda (minute 1430)	Clerk
Put New Pavement Licensing Arrangements information on the website (minute 1431)	Admin Officer
Contact the allotment tenant regarding the cockerel (minute 1432)	Clerk
Put Temporary Traffic Measures information (once confirmed by NCC) on the website (minute 1433)	Admin Officer
Put TTRO information on the website (minute 1434)	Admin Officer

Chairman.....

## **HEXHAM TOWN COUNCIL – DECLARATIONS OF INTEREST**

Under the Code of Conduct adopted by the Council on 3 September 2012 Councillors must declare if they have a disclosable interest in any matters under consideration.

To do so Councillors must use one of the following statements:

1. “I have a disclosable pecuniary interest  
in..... (for example) Agenda item 3, Planning  
application number 14/1234”.  
(**NOTE**: Code of Conduct paragraphs 11&15 apply).
  
2. “I have a disclosable personal interest  
in..... (for example) Agenda item 4, Grant  
aid application by Hexham Youth Initiative  
(**NOTE**: Code of Conduct paragraph 13 applies).

Councillors should familiarise themselves with the Code of Conduct regarding the definitions of (A) pecuniary interest and (B) other personal interest and their obligations when declaring any such interests.

To ensure Councillors interests are correctly minuted please use one of the above statements when declaring an interest.

NB. Should a Councillor wish to take part in the consideration and voting on a matter or matters in which he/she has a disclosable interest then they may request a dispensation be granted to enable them to take part in the discussion and voting on it but at least 10 days’ notice must be given for any dispensation request.

**HEXHAM TOWN COUNCIL**  
**Planning & Infrastructure Committee**

**PLANNING APPLICATIONS RECEIVED FROM NORTHUMBERLAND COUNTY**  
**COUNCIL FOR COMMENT ON 9 SEPTEMBER 2020**

<b>Reference</b>		<b>Applicant</b>
20/01987/FUL	Change of use from hairdressers to two residential dwellings at 5-7 Eastgate, Hexham	Mr David Coates
20/02333/ADE	Retrospective advertisement consent to upgrade the fascia signage to the current design for Oxfam at 8 and 10 Battle Hill, Hexham	Senior Building Surveyor Claire Heffernan
20/02316/FUL and 20/02317/LBC	Partial demolition of an internal non-load bearing wall and installation of an extraction fan vent to a window on the rear elevation at 4 Market Street, Hexham	M Downs
20/02377/FUL	Erection of green metal storage shed at Tynedale Sports Club, Eilansgate, Hexham	Mr Vince Burini
20/02528/PRUTPO	Remove dead wood from the crown of two oak trees for safety reasons and pruning/raise branches to achieve clearance above the footpath at land west of 50 Hackwood Park, Hexham	Mr John Alderson
20/02443/FUL and 20/02444/LBC	Replacement frames and roof to existing conservatory at The Hemmel, 2 Westwood Farm, Hexham	Miss Stovell
20/02531/PRUTPO	Work on three oaks to remove dead wood and reduce crowns/branches at land south of 11 Dipton Close, Hexham	Mr John Alderson

**Applications to be commented upon under Committee's delegated powers (minute 6588 refers).**

**Any objections made on applications must be 'material planning considerations'. To be material, a matter must relate to the "purposes of planning". The views of local Councils and other consultees can only be taken into account by the planning authority if they are material. Such comments must always bear in mind that:**

*"The purpose of the planning system is to contribute to the achievement of sustainable development" (Paragraph 6 National Planning Policy Framework)*

There is no definitive list but examples are:

- National planning policy
- The local planning authority's planning policies (including Neighbourhood Plans)
- Overlooking/loss of privacy
- Loss of light or overshadowing
- Parking, means of access, highway safety and traffic
- Noise, odours
- Effect on listed building and conservation area
- Layout and density of building
- Design, appearance and materials
- Nature conservation
- Flood risk
- Crime prevention and community safety
- Previous planning decisions
- Views of parish and town councils
- Views of statutory consultees: Highway Authority/Environment Agency/English Heritage/Sport England/Others (neighbouring LPA, HSE, etc.)

**Non-material planning considerations include:**

- Loss of view
- Negative effects on the value of other properties
- Land ownership or restrictive covenants
- Applicant's personal circumstances or past conduct (unless exceptional, such as relating to a physical disability in certain circumstances)
- Business competition
- Matters controlled under building regulations or other non-planning legislation
- Disabled person's access
- The nature of the applicant or owner
- Prospect of a "better" proposal

*These are subject to change in national legislation or planning policy.*

NB All planning applications (and related decisions) are online at:

<http://publicaccess.northumberland.gov.uk/online-applications>

If Hexham Town Council objects to an application listed above the objection is lodged online.

## Hexham Neighbourhood Plan Considerations

### Hexham Neighbourhood Plan

### Practical Guide

May 2020

The Plan's referendum is deferred; NCC must give its provisions 'significant weight'. The Plan's provisions are, as the Independent Examiner has confirmed, the result of 'comprehensive and robust' consultation across the town's population.

**Two overarching Planning Policies** that address **Sustainability** in widest sense – to sustain/expand Hexham's economic, social and community well-being base as well as environmental concerns:

**HNP1** p18 supports e.g. expansion of community facilities and recreation, new (market and affordable) housing, increasing local employment e.g. tourism, development that increases travel on foot or by bike; use of brownfield for above. All **inside** existing greenbelt boundary (greenbelt dev subject to national policy).

**HNP2** p19 establishes **principles for design**: positive attention to local character (different in different parts of town) (developers can be asked how they have met this), with attention to appearance, scale, massing, height, density, access, landscaping, highway safety, residential amenity (e.g. retail, public transport, noise)

**and for low carbon technology**: embedded renewables (solar, geo-thermal), low carbon build technologies (reduced carbon footprint into future, e.g. insulation, glazing), reduction of water run-off (Sustainable Drainage Systems - SuDS), plus net biodiversity gains or enhancement nearby.

**Built Heritage Environment**, uniquely strong in Hexham, visually the Hexham story.

**HNP3** p21 **Design in the Conservation Area**. Makes existing national CA regulations Hexham-specific. Local character to be sustained or enhanced, with attention to character and setting (neighbours): i.e. views into and out of Hexham, with historic and unique roofscapes, and 3 key historic buildings, lay-out of streets and narrow chares.

**HNP4** p25 **Non-designated Heritage Assets**: special protection for specific buildings that have value to local community (list at Annex A). Can be added to.

**HNP5** p26 **Shopfront Design**, must respect 2018 NCC Hex Shopfront design guide.

**HNP6** p28 **Market Place**: conserve or enhance character, respect highway safety, pedestrians, especially old or with disability, and cyclists.

**HNP7** p29 **Designated/Listed Assets**: names buildings, parks, gardens and monuments for clarity.

**New Housing**, including to redress the imbalance in available housing and respond more strongly to local people's needs.

**HNP8** p31 **Site Allocations**: lists 10 sites with sizes and special considerations.

**HNP9** p40 **New Housing Developments**: these must demonstrate how they have considered: trees, wildlife corridors, heritage assets; vehicular and non-vehicular movement and safety; high quality design (see HNP2 and Building for Life 2015); the locally needed mix of housing: more 2- and 3-bedroom houses and bungalows.

**HNP10** p41 **Affordable Housing**: market schemes of 10+ houses must include 10%, 15% and majority of town 25% affordable homes, to rent or buy, according to NCC/HNP Viability Zones (see map). Some data from Housing Needs Assessment Report provided. Emphasises 1-, 2- and 3-bedrooms.

**HNP11** p41 Older People's housing: including sheltered, supported and bungalows, well served by public transport.

**HNP12** p42 **Rural Exception Sites**: follows national policy for new dwellings on greenbelt – must be small sites of affordable homes to benefit local people.



## Natural Environment and Wellbeing

**HNP13-17** pp44-49 **Green Spaces**: lists the protected green spaces the public value, and covers also protection for Tyne Green, wildlife corridors, allotments (+increased provision), and hedgerows/trees/verges (any new build could impact negatively on these, and replacement can be required).

**HNP18** p50 **Dark Skies** – link to policy of Northumberland National Park and ‘astro-tourism’.

**HNP19** p51 **Community Facilities**: no loss of these, as listed, unless defunct.

**HNP20** p52 **Community Renewable Schemes**: support for these, with caveats.

**HNP21** p53 support for **Improvements to Walking and Cycling** expected in all applications where it is relevant, and impact of new development on access and safety to be explicitly avoided.

## Local Economy

**HNP22** p56 **Primary Shopping Area**: aims to maintain the vitality and viability of this crucial area, and explanatory text offers tests to ensure any change of use will contribute positively; conversion to residential above ground floors is supported.

**HNP23** p57 **Hotel and Tourism Accommodation** is supported to develop what Hexham offers and to encourage longer stays; Hexham’s proximity to key areas (Hadrian’s Wall, Dark Skies, North Pennines AONB) can lead to visitor hub status.

**HNP24** p58 **New Business Units** for small scale businesses and live-work units. Earlier developments have been very successful.

**HNP25** p59 New **Car Parking Facilities**: much needed, but new proposals must meet design criteria HNP2+3, with cycle storage included; if multi-storey, impact to be carefully considered, on setting, views and roofscape.

## Section 9 Monitoring and Review

Para 9.1.8 provides a framework for monitoring, registering and reporting achievements within the Plan’s policies.

A review of the Plan, also a formal opportunity to make small updates and modifications (e.g. post-pandemic) was planned for 2020 (from 2018). This will presumably now be scheduled for 2022.

NB Also available and useful are NCC/HNP viability zones map and HNP town centre policies map.

**HEXHAM TOWN COUNCIL**  
**Planning & Infrastructure Committee**

**ANNUAL REVIEW OF ALLOTMENT RENTS**

Allotment rents must be reviewed annually. At the 2019 review the Committee agreed to increase the annual rent from £62.00 to £64.00 and for a half plot to increase from £31.00 to £32.00 from 1<sup>st</sup> October 2020.

As the rent is due each 1<sup>st</sup> October, and any change in rents has to be after due notice is given, any increase must be decided by early September in order to allow a year's notice.

Allotment fees for other Town and Parish Councils in Northumberland are:

<b>Council</b>	<b>Full plot</b>	<b>Half plot</b>	<b>Quarter plot</b>	<b>Any comment</b>
Rothbury	£20			
Warden	£30	£20		
East Bedlington	£70			Includes water rates
Morpeth	£52	£26	£13	
Newton on the Moor	£10	£5		No water supply
Corbridge	£50	£26		+ £10 for water
Choppington	£65			
Cramlington	£120			25% concessionary age discount
Prudhoe	£47.50	£23.75		50% off for senior citizens
Heddon on the Wall	£35	£25		
Seaton Valley	£77.90	£43.30		
Ponteland	£48	£38		
Haltwhistle	£100	£50		
Longhorsley		£12		+ share of water bill
Ashington	£65			Range of prices (lowest is £7.50)
Kielder	£45			
Broomhaugh & Riding				36.65p per sq metre
Alnwick	£49	£39		Discount if no water
Blyth	£90			Will be £100 in 21/22

I RECOMMEND that the fees are increased to £65 (£35 for a half plot) for 2021/22.

Jane Kevan  
Town Clerk  
August 2020

**HEXHAM TOWN COUNCIL**  
**Planning & Infrastructure Committee**

**ANNUAL REVIEW OF CEMETERY CHARGES**

Cemetery charges must be reviewed annually. The Charges and Rules valid from 1<sup>st</sup> April 2020 are below, followed by the suggested Charges and Rules recommended for 2021/22.

Since 2017 it has been agreed to increase the fees by between 1% and 3% (in round figures) so that the disparity between the standard charge and those for parish residents (where they differ) does not continue to increase.

The recommended figures for 2021/22 have again been increased by between 1% and 3% (in round figures) but have also been simplified.

It is further recommended that a sliding scale of fees for people who used to live in Hexham until four or five years ago is again agreed, as follows:

	<u>Traditional</u>	<u>Woodland</u>
If lived in Hexham until a year ago	£650	£1040
If lived in Hexham until two years ago	£1300	£2100
If lived in Hexham until three years ago	£1900	£3100
If lived in Hexham until four years ago	£2500	£4000 (standard charge)
If lived in Hexham until five years ago	£2880 (standard charge)	

The rules are unchanged except for removing number 14 that restricts the hours of pet burials.

Jane Kevan  
Town Clerk  
August 2020

**HEXHAM TOWN COUNCIL**

**St. Andrew's Cemetery, West Road, Hexham NE46 3RR (on the B6531)**  
**Phone 01434 609575 Mobile 07891 101236 Email: clerk@hexhamtowncouncil.gov.uk**  
**CHARGES AND RULES – 2020/2021**

**48 hours advance notice must be given for all burials**

The Standard charge is payable UNLESS the deceased was before (that is within 12 months of) death a resident living in Hexham Parish.

**PART 1: Burials (These charges apply if the burial takes place Monday to Friday)**

		<b>Standard charge</b>	<b>Parish resident</b>
1	Body of a stillborn child or baby under six months of age	NIL	NIL
2	Body or cremated remains of a child	630	325
3	Body of a person whose age at death was over 12 years of age	2775	630
4	Burial in a re-opened grave - see Rule 8	1235	630
5	Cremated remains of person whose age at death was over 12 years of age	325	325
6	Cremated remains - below turf level (surface scattering is NOT permitted)	165	165
7	Cremated remains—buried in pre-purchased plot	330	330
8	For a double depth grave there is an additional charge of	165	165

**PART 2: Rights granted**

		<b>Standard charge</b>	<b>Parish resident</b>
1	Right of burial for 99 years	320	162
2	Right to construct and to burial in a walled grave (a vault)	Fee by prior arrangement	Fee by prior arrangement
3	Right to erect a memorial for 30 years	500	500
4	Renewal of right to erect a memorial for a further 30 years	FOC	FOC

**PART 3: Woodland section. The charge includes the casket and flat stone marker, apart from Items (2,3) which include the casket only (Note: Woodland burial plots are larger than in other sections with only one burial in each plot)**

		<b>Standard charge</b>	<b>Parish resident</b>
1	Burial	3965	1010
2	Burial of cremated remains in area set aside NB Surface scattering is NOT permitted	1490	500
3	Burial of cremated remains in pre-purchased plot. N.B. An <u>additional</u> plaque or surface scattering of cremated remains are NOT permitted	630	320

**PART 4: Other charges**

		<b>Standard charge</b>	<b>Parish resident</b>
1	Search of burial register and copy of the entry	30	30
2	Certified copy of entry of burial	30	30
3	Transfer of Right of Burial	85	85
4	Use of the Chapel	195	195
5	Brass memorial plaque in the Chapel with up to 70 letters engraved	195	195
6	Every additional letter engraved over 70	At cost	At cost
7	Supply of memorial fixing saddle, each	170	170
8	Any item not previously described	Fee by prior arrangement	Fee by prior arrangement

## **PART 5: Pet Cemetery charges**

**Fee includes exclusive right of burial for fifteen years renewable on payment of an additional fee**

1	Burial of a pet dog, cat or other small pet or their ashes	95
2	For the same including a numbered flat stone marker	180
3	Renewal of right of burial for additional 15 year period	95

## **PART 6: Cemetery Rules**

- (1) **In all** matters relating to the Cemetery the Council's decision is final. The Council acts under the Local Authorities Cemeteries Order 1977 (as amended).
- (2) **These Rules** must be read in conjunction with the Rules relating to the erection and maintenance of Memorials.
- (3) **Charges.** Any alteration in the charges overleaf will take effect on 1 April. Save in an emergency no changes will be made in charges before the 1 April following. Council employees are not empowered to grant any reduction in the charges for any reason whatsoever.
- (4) **The Council** may prune or remove any plants, pots, ornaments, shrubs, grass or trees anywhere within the Cemetery without notice or compensation, if the Council at its own absolute discretion considers it necessary for the good order and running of the Cemetery. Objects of decoration are not allowed on grave plots however objects can be placed on the apron of any memorial.
- (5) **After funerals** all flowers and wreaths **laid** on a grave will be removed and disposed of but not earlier than 14 days after the funeral takes place.
- (6) **After Christmas** all flowers and wreaths **laid** on a grave will be removed and disposed of by 31<sup>st</sup> January.
- (7) **Grave Spaces.** No marking, delineating or decoration of a Grave space is allowed. Any ornamentation on a grave will be removed. Grave spaces must be kept in a tidy condition. Please contact the Cemetery Supervisory Staff if further clarification is needed.
- (8) **Reopened grave.** If a grave is reopened to bury the widow, widower or partner of the deceased then a reduced charge is payable. Charge is under Part 1(4).
- (9) **Ashes cannot be scattered:** they must be buried (see charges list).
- (10) **Memorial headstones** are not permitted unless the fee in Part 2(3) has been paid.
- (11) **Grave curbs** are not permitted anywhere in the Cemetery, however existing curbs may be repaired or renewed.
- (12) **In the Woodland Burial area:**
  - An** alternate flat stone marker to that provided by the Council may be used provided it is in stone size 23cm by 23cm by 6cm (depth). Any wording must include the plot number.
  - Flower** bulbs can be planted but only with prior permission from the Cemetery Supervisory Staff.
  - Any** trees planted, the site of, the type of and the retention of, are at the sole discretion of the Council.
  - Woodland** burial plots cannot be purchased in advance but an adjoining plot, if available, may be purchased by the partner of the deceased. No refund is made if the plot is subsequently not used.
  - For** a plot purchased before 31 March 2004 the refund of a prepaid fee is permitted but only if the Reservation Certificate issued at the date of purchase is returned with the request for a refund. An administration charge of £100.00 will be deducted from the original fee paid when the refund is made.
  - No** refund will be made without production of the Reservation Certificate.
- (13) **Vehicles and Dogs (which must be held on a lead) are not allowed in the Cemetery** without permission of the Cemetery Supervisory Staff.
- (14) **Pet Cemetery** burials take place between 3.30pm and 4.00pm, Monday to Friday (one hour earlier in winter months).
- (15) **The Cemetery is normally open** between 8.00am and 6.00pm (or dusk if earlier).
- (16) **The Operations Manager, Steven English, is normally available for enquiries** Monday to Friday (Bank Holidays excepted) between 9.00am and 3.00pm by telephoning 07891 101236.

Valid from 1<sup>st</sup> April 2020

PlanningInfrastructureCommitteeMinute1178

**HEXHAM TOWN COUNCIL**

**St. Andrew's Cemetery, West Road, Hexham NE46 3RR (on the B6531)**  
Phone 01434 609575 Mobile 07891 101236 Email: clerk@hexhamtowncouncil.gov.uk

**CHARGES AND RULES – 2021/2022**

**48 hours advance notice must be given for all burials**

The Standard charge is payable UNLESS the deceased was before (that is within 12 months of) death a resident living in Hexham Parish.

**PART 1: Burials (Monday to Friday only)**

		<b>Standard charge</b>	<b>Parish resident</b>
1	Body of a stillborn child or baby under six months old	No charge	No charge
2	Body or cremated remains of a child	635	335
3	Body of a person whose age at death was over 12 years old	2800	650
4	Burial in a reopened grave - see Rule 8	1250	600
5	Burial of an urn or casket of cremated remains	335	335
6	Cremated remains below turf level (surface scattering is NOT permitted)	170	170
7	Additional charge for double depth grave	170	170

**PART 2: Rights**

		<b>Standard charge</b>	<b>Parish resident</b>
1	Right of burial for 99 years	325	165
2	Right to construct and to burial in a walled grave (a vault)	Fee by prior arrangement	Fee by prior arrangement
3	Right to erect a memorial for 30 years	500	500
4	Renewal of right to erect a memorial for a further 30 years	No charge	No charge

**PART 3: Woodland section. The charge includes the casket and flat stone marker. (Note: Woodland burial plots are larger than in other sections with only one burial in each plot)**

		<b>Standard charge</b>	<b>Parish resident</b>
1	Burial	4000	1040
2	Burial of casket of cremated remains in area set aside for ashes NB Surface scattering is NOT permitted	1500	515
3	Burial of cremated remains in casket or under turf in pre-purchased plot. N.B. An additional plaque or surface scattering of cremated remains are NOT permitted	635 (casket) 300 (under turf)	330 (casket) 200 (under turf)

**PART 4: Other charges**

		<b>Standard charge</b>	<b>Parish resident</b>
1	Use of the Chapel	200	200
2	Certified copy of entry of burial	30	30
3	Transfer of Right of Burial	85	85
4	Supply of memorial fixing saddle, each	170	170
5	Any item not previously described	Fee by prior arrangement	Fee by prior arrangement

## **PART 5: Pet Cemetery charges**

**Fee includes exclusive right of burial for fifteen years renewable on payment of an additional fee**

1	Burial of a pet dog, cat or other small pet or their ashes (includes a numbered flat stone marker)	180
2	Renewal of right of burial for additional 15 year period	95

## **PART 6: Cemetery Rules**

(1) **In all** matters relating to the Cemetery the Council's decision is final. The Council acts under the Local Authorities Cemeteries Order 1977 (as amended).

(2) **These Rules** must be read in conjunction with the Rules relating to the erection and maintenance of Memorials.

(3) **Charges.** Any alteration in the charges overleaf will take effect on 1 April. Save in an emergency no changes will be made in charges before the 1 April following. Council employees are not empowered to grant any reduction in the charges for any reason whatsoever.

(4) **The Council** may prune or remove any plants, pots, ornaments, shrubs, grass or trees anywhere within the Cemetery without notice or compensation, if the Council at its own absolute discretion considers it necessary for the good order and running of the Cemetery. Objects of decoration are not allowed on grave plots however objects can be placed on the apron of any memorial.

(5) **After funerals** all flowers and wreaths **laid** on a grave will be removed and disposed of but not earlier than 14 days after the funeral takes place.

(6) **After Christmas** all flowers and wreaths **laid** on a grave will be removed and disposed of by 31<sup>st</sup> January.

(7) **Grave Spaces.** No marking, delineating or decoration of a Grave space is allowed. Any ornamentation on a grave will be removed. Grave spaces must be kept in a tidy condition. Please contact the Cemetery Supervisory Staff if further clarification is needed.

(8) **Reopened grave.** If a grave is reopened to bury the widow, widower or partner of the deceased then a reduced charge is payable. Charge is under Part 1(4).

(9) **Ashes cannot be scattered:** they must be buried (see charges list).

(10) **Memorial headstones** are not permitted unless the fee in Part 2(3) has been paid.

(11) **Grave curbs** are not permitted anywhere in the Cemetery, however existing curbs may be repaired or renewed.

(12) **In the Woodland Burial area:**

**An** alternate flat stone marker to that provided by the Council may be used provided it is in stone size 23cm by 23cm by 6cm (depth). Any wording must include the plot number.

**Flower** bulbs can be planted but only with prior permission from the Cemetery Supervisory Staff.

**Any** trees planted, the site of, the type of and the retention of, are at the sole discretion of the Council.

**Woodland** burial plots cannot be purchased in advance but an adjoining plot, if available, may be purchased by the partner of the deceased. No refund is made if the plot is subsequently not used.

**For a plot purchased before 31 March 2004** the refund of a prepaid fee is permitted but only if the Reservation Certificate issued at the date of purchase is returned with the request for a refund. An administration charge of £100.00 will be deducted from the original fee paid when the refund is made.

**No** refund will be made without production of the Reservation Certificate.

(13) **Vehicles and Dogs (which must be held on a lead) are not allowed in the Cemetery** without permission of the Cemetery Supervisory Staff.

(14) **The Cemetery is normally open** between 8.00am and 6.00pm (or dusk if earlier).

(15) **The Operations Manager, Steven English, is normally available for enquiries** Monday to Friday (Bank Holidays excepted) between 9.00am and 3.00pm by telephoning 07891 101236.

Valid from 1<sup>st</sup> April 2021

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