



UPDATE FOR MEMBERS

January/February 2010

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Local News

OALC's Advice Role – a Reminder



From time to time we are approached by individual councillors from member Local Councils for advice. We are unable to respond to these requests as it is the Council as a corporate body which is the member of OALC. Requests for advice should come from the Clerk or Chairman of the Council.

Resignations, Co-options & the Register of Members Interests – A Reminder

Members should always let the District Council know when a Councillor resigns; to initiate the process of replacement (either election or co-option), and so that the Monitoring Officer can remove the ex-Councillor's details from the register of interest available to the public.

Oxfordshire Low Carbon Communities

Across Oxfordshire, individuals and groups are reaping the benefits of having a low carbon community initiative in their village or town. As one participant said 'we've come together about climate change, we've rediscovered community'.

Local community groups are proving to be a powerful link to engaging people with energy and climate issues; Oxfordshire is already showing national leadership in this area, with more local climate change groups than anywhere else in the country – but there's still room for more.

Oxfordshire ClimateXchange and Oxfordshire Rural Community Council (ORCC) are working together with other partner organisations across Oxfordshire (such as Community Action Groups Oxfordshire, and the Oxford Diocese Environment Group) with the aim of supporting the formation of new community initiatives. If you would like to help make one happen in your community, please get in touch (see contacts below). This could involve many things, including energy audits, car clubs, putting renewables on community buildings or an 'energy challenge' – let us know what you want and we'll work with you to make it happen.

From March we'll have a new handbook for community groups, with case studies, sources of information and support, and great ideas for success that other groups have piloted.

Low Carbon Community groups do more than talk about climate change, they take inspiring action that can:

- Raise prestige:
Goring and Streatley recently won the South of England Village of the Year and the Oxfordshire Village of the Year award in 2009, with their impressive sustainability work (thermal imaging of homes, providing allotments, car sharing and the hydro-electric power scheme) clinching the prizes.
- Raise money:
Low Carbon West Oxford have recently been announced as one of the Department of Energy and Climate Change's Low Carbon Communities Challenge winners. The funding will be used by the West Oxford Community Renewables Industrial and Provident Society to

develop a £1.6m pipeline of renewable energy projects. The income from these will be donated to the Low Carbon West Oxford charity to develop low carbon projects with the aim of achieving an 80% reduction in emissions in West Oxford by 2050. They have helped 38 residents achieve savings of up to 80% of their carbon dioxide in under a year – and plan to do more this year.

- Decrease the cost of fuel bills
Communities such as Wallingford are rolling out an insulation scheme as part of their Greening Campaign, and others are working with the Oxfordshire Eco-renovation Club to help provide info and advice to help turn people's ideas into action
- Help address fuel poverty
The United Sustainable Energy Agency will be focusing on tackling fuel poverty and will provide economic benefits to local residents and businesses.
- Help share community expertise

Neighbouring villages and towns can be a great source of inspiration to each other - and the Oxfordshire 'Big Climate Event' in 2009 was a great showcase of low carbon initiatives.

For further info contact: Jo Hamilton: 01865 275 856 / jo@climatex.org or Linda Watson (ORCC): 01865 883488

For practical ideas showing what parish and town councils can do, a copy of the Defra publication: Parish and town councils – Act on CO2: Ways to tackle climate change is available on the OALC website, [here](#).

Chilterns Buildings Design Awards

This year's Buildings Design Awards scheme can be downloaded here:
http://www.chilternsaonb.org/downloads/Design_Awards_Leaflet_2005.pdf

Closing date for entries is, as usual, 1st March. The pdf document can be used to provide as many printed copies of the leaflet as required and need not be printed in colour to be acceptable.

As always the Chilterns Buildings Design Awards are offered jointly by the Chilterns Conservation Board and the Chiltern Society. If you are thinking of submitting a scheme can you please ensure that:

- You have the permission of the owner of the building to enable viewing by the judges
- You send photographs with any entry
- You give the names of the owners, architects / designers and builders

If you have any queries do not hesitate to contact Colin White, MRTPI, Planning Officer:

Chilterns Conservation Board
The Lodge
90 Station Road
Chinnor
Oxfordshire OX39 4HA
Oxfordshire Play Partnership

Direct dial tel: 01844 355507
Tel: 01844 355500
Fax: 01844 355501
office@chilternsaonb.org
www.chilternsaonb.org

The Minutes of the meeting held on 16 December 2009 are attached as an Appendix.

Consultations

Policy M3 of the South East's Regional Spatial Strategy

On 2 March 2009, the South East England Regional Assembly (now the South East England Partnership Board) submitted to the Secretary of State their review of Policy M3 - the amount of primary aggregates (sand, gravel and crushed rock) that each minerals planning authority (county and unitary councils) should provide. Public consultation on the draft Regional Spatial Strategy review closed on 26 June 2009 and an examination in public was then held between 6 and 8 October 2009.

Next Steps

The independent panel which conducted the examination in public submitted their report to the Secretary of State on 27 November 2009 (available at: <http://www.gos.gov.uk/497648/docs/171301/798018/EiPPanelReport>). The next stage is that GOSE will prepare the Secretary of State's Proposed Changes to Policy M3 for public consultation next year.

Consultation on Developing the Banking and Financial Services Available At the Post Office

The Government's primary policy aim for the Post Office is to maintain a secure, sustainable and affordable network. . The network currently consists of over 11,500 branches, offering face-to-face access to essential services. In recent years the Post Office's traditional revenue streams have declined as more and more people use the internet to access services. The exception to this is financial services, where the Post Office has become one of the fastest-growing providers.

The Government believes that now is the right time to expand the Post Office's range of financial services products – to build on people's desire for a local bank they trust; to ensure that essential financial services are placed in the heart of communities; and to develop an important revenue stream for the Post Office. It has therefore launched a public consultation to set out its vision for banking at the Post Office and the sorts of products and services they would like it to deliver.

Any new products would build on the Post Office's already extensive range of financial services. The Government wants the Post Office to offer a range of new financial products that serve the whole community – not just sections of it – at the same time as helping to sustain the network by providing increased revenue for Post Offices.

A number of ideas have been put forward for financial services that could be offered, including: a weekly budgeting account, a current account, a children's saving account, business accounts, more mortgages and closer links to credit unions. These are initial proposals.

The primary purpose of the consultation is to ask if people think these are the right areas and products to focus on and what new financial services they would like to see available at their local Post Office. Views are also invited on what other range of services could the Post Office offer to support those on low incomes and address financial exclusion to add to those already available by other means, such as Social Fund loans and credit unions.

Responses to the consultation are sought by 24 February 2010. A copy of the consultation document and response form can be found at the following link: <http://www.bis.gov.uk/postofficebanking>. The questions can also be answered online. Responses can be made online at www.bis.gov.uk/postofficebanking or on a form available electronically at www.bis.gov.uk/postofficebanking to be submitted by post, fax or email to:

Post Office Banking Consultation
Shareholder Executive
Department of Business, Innovation and Skills
1 Victoria Street, London SW1H 0ET
Tel: 020 7215 5000 Fax: 020 7215 5336 Email: postofficebanking@bis.gsi.gov.uk

Funding

Moneywise Funding To Reach Communities

The Reaching Communities fund worth a total of £80m distributed by the Big Lottery Fund, originally scheduled to end earlier this year, has now been extended until 2010.

The fund provides financial support for local needs identified by communities, for example improving access to training or providing opportunities to improve life skills. The fund also aims to create stronger communities by helping to make citizens more active and healthier. An additional objective is the improvement of rural or urban environments.

The Reaching Communities fund will now accept applications for projects that were previously only eligible for other Big Lottery Fund programmes, such as advice schemes and projects targeting young people. The fund is open to voluntary or community groups, statutory bodies (including schools) and not-for-profit companies.

If you have questions about how to apply or plan your project, contact the Big Advice line on 0845 410 2030 or email: enquiries@biglotteryfund.org.uk.

National News

Ministry of Justice - New Burials Guidance

The Ministry of Justice has recently issued new guidance for burial ground managers, custodians of war memorials, archaeologists and others directly connected to the upkeep and maintenance of cemeteries. This guidance has been long awaited and will be of interest to local councils involved in cemetery management. This guidance is available at <http://www.justice.gov.uk/guidance/burials.htm>

The main issues covered in the guidance include:

- natural burial grounds – guidance for operators: <http://www.justice.gov.uk/guidance/docs/natural-burial-grounds-guidance.pdf>
- guidance for burial ground managers: <http://www.justice.gov.uk/guidance/docs/burial-ground-managers.pdf>

- guidance for custodians of war memorials in England and Wales: <http://www.justice.gov.uk/guidance/docs/war-memorial-guidance.pdf>
- managing the safety of burial ground memorials: <http://www.justice.gov.uk/guidance/docs/safety-burial-grounds.pdf>
- memorial safety guidance: frequently asked questions: <http://www.justice.gov.uk/guidance/docs/memorial-safety-guidance-faqs.doc.pdf> ; and
- statement on burial law and archaeology: <http://www.justice.gov.uk/guidance/docs/burial-law-archaeology-statementii.pdf>

Advice for Parish Green Space Managers

Those who manage parish green space maybe be interested in three new titles recently produced by Royal Society for the Protection of Birds (RSPB). These free publications have been produced in partnership with: Butterfly Conservation, Plantlife and Buglife. They are titled:

- Managing urban green space for wildlife, Stock code 223-016
- Formal and informal grass, Stock code 223-032
- Formal and informal shrub beds and flower borders, Stock code 223-033

For copies of the above sheets please email: Conservation-Advice@rspb.org.uk, remembering to quote the stock numbers. The Countryside Conservation Advice team also runs a busy training syllabus each year for managers of woodland, wetland, farmland and parks. Please contact the above email for more information on the 2010 programme.

Sustaining A Healthy Honey Bee Population – How You Can Help

The Government's Food and Environment Research Agency is encouraging encourage any beekeepers who keep apiaries on your land (i.e. allotments, smallholdings etc.) to register on BeeBase: www.nationalbeeunit.com .

Through the recent media coverage on bees you will no doubt be aware our honey bees are facing challenging times. Honey bees contribute directly to local food production and make an important contribution, through pollination, to crop production. They are susceptible to a variety of threats, including pests and diseases, the likelihood and consequences of which have increased significantly over the last 5-10 years.

The National Bee Unit (NBU), which is based at the Food and Environment Research Agency (Fera), manages BeeBase and uses it to identify apiaries at risk in the local area and as a result target inspection measures effectively. We need to know who is keeping bees and where they are kept to ensure any new or existing health problems are identified and to improve our chances of successfully controlling disease and any incursions of new pests.

NALC Briefings

Standing Orders for Local Councils

The first edition of Standing Orders for Local Councils has been published. The publication replaces NALC's Standing Orders and Chairmanship, which was last published in 2003.

Standing Orders for Local Councils provides local councils with comprehensive guidance in respect of the law, procedure and governance arrangements which apply to them. It explains why standing orders, which are an essential tool for governance in local councils, are necessary. The new publication also contains a helpful set of model standing orders which (i) reflect mandatory statutory requirements and (ii) assist councils to be organised, effective and efficient.

Part 1 comprises the following sections:

1. the constitution of local councils
2. the legal framework of local councils
3. the doctrine of ultra vires
4. delegation arrangements
5. local council employees
6. engaging with the public
7. effective governance
8. council meetings
9. procedure and mechanics of debate
10. chairing meetings

Part 2 of the publication provides a comprehensive set of model standing orders for councils to use as they wish. Some model standing orders reflect statutory requirements (such as power of well being for councils in England) and can be adopted as drafted. Other model standing orders are intended to assist in the organisation and management of council business. Some of these standing orders incorporate arrangements and processes which regulate:

- the rules of debate at a meeting
- tabling a matter for debate at meetings
- maintaining order at meetings
- public participation at meetings
- management of staff
- dealing with complaints and requests for information
- relations with the press and media
- responsibilities of the proper officer(s)

An electronic version of Part 2, containing the Model Standing Orders can be downloaded in the Members' Area of the OALC website (<http://www.oalc.org.uk/memberarea/>). Printed copies of the full book can be ordered from OALC at a cost of £25.

Local Government Pay: 2010/2011

On 20 January 2010, the Employers' Side of the National Joint Council for Local Government Services ('The Employers') formally responded to the trade union pay claim which was submitted in October 2009. The claim is for 2.5% or £500, whichever is the greater. The Employers informed the unions that they are unable to offer any increases in pay. They had decided that a pay increase was not affordable, would compromise the ability of councils to protect services and would jeopardise council jobs.

The Employers' decision does not affect the payment of contractual increments during 2010/2011. If an employee is contractually entitled to an annual increment during 2010/2011, he or she should still receive it. NALC will provide an update if there are any further developments.

Note: The NALC/SLCC National Agreement on Salaries and Conditions of Service is based on the National Agreement on Pay and Conditions of Service issued by the National Joint Council for Local Government Services ("the Green Book").

Level of Burial Fees (England) L17-08 - Original Date of issue: 27 August 2008
Update: 25 January 2010

Town and parish councils frequently enquire into the level of burial fees that they can charge. The table of fees in part 1 of Legal Briefing L17-08, entitled "Level of Burial Fees" has been amended. This is due to the Parochial Fees Order 2009 coming into force on 1 January 2010, which sets out the fees charged for burials in Church of England churchyards and will replace the Parochial Fees Order 2008. The briefing (attached as an Appendix) considers the amount that a parish or town council can charge and the powers that they have with respect to charges.

Training & Development

Training Programme 2010

<ul style="list-style-type: none"> Wednesday 17 February 	Training for Parish Meetings: Effective responses to planning applications – led by Planning Aid	Stratfield Brake Pavilion 3.30 – 6.00 pm. Booking 01491 823118
<ul style="list-style-type: none"> Monday 1 March 	Allotments Full day course run by SLCC	Milton Hill House, Steventon. £95 per delegate. Full details from SLCC 01823 253646
<ul style="list-style-type: none"> Tuesday 9 March 	Supporting new clerks – Training / networking event	West Oxfordshire District Council – full details to follow.
<ul style="list-style-type: none"> Tuesday 20 April 	Local Government & Local Councils – an introduction to law and admin. for clerks and councillors	Didcot Civic Hall 10 am – 3 pm £45 per delegate Booking www.oalc.org.uk or 01491 823118

<ul style="list-style-type: none"> o Tuesday 11 May 	Getting to Grips with Finance – an introduction to procedures and responsibilities	Didcot Civic Hall 10.15am – 3.00pm. £45 per delegate Booking www.oalc.org.uk or 01491 823118
<ul style="list-style-type: none"> o Thursday 20 May 	Presentational Skills – full day training provided by SLCC	Milton Hill House, Steventon £95 per delegate. Full details from SLCC 01823 253646
<ul style="list-style-type: none"> o Late May/Early June 	Local Councils as Trustees – presented by the Charity Commission	Full details to follow
<ul style="list-style-type: none"> o Thursday 8 July 	Supporting new clerks – a training/networking Event.	Cherwell District Council Full details to follow
<ul style="list-style-type: none"> o Wednesday 15 September 	Cemetery Management – full day training by SLCC	Milton Hill House, Steventon £95 per Delegate. Full details from SLCC 01823 253646
<ul style="list-style-type: none"> o Late September 	Supporting new clerks – a training/networking Event	Full details to follow
<ul style="list-style-type: none"> o Tuesday 19 October 	Effective responses to planning applications – led by Planning Officers from West Oxfordshire	Stratfield Brake Pavilion, 9.30 am – 1.00pm. £25 per delegate. Booking www.oalc.org.uk or 01491 823118.

National Training Strategy (NTS) website

Have you visited the National Training Strategy (NTS) website and completed an online training survey yet? The national training survey is open for completion at <http://ntshub.org.uk> . The survey is for anyone with an interest and commitment to training in the parish and town council sector. Please visit the NTS hub and have your say!

Events

The Road to Zero Carbon: A major one day conference on low and zero carbon buildings 9 February 2010

The Watershed, Bristol £180 plus VAT (£211.50 incl. VAT)

The Government has set targets to significantly reduce CO2 emissions from all buildings, whether residential, commercial or public and new or existing. All new buildings will need to be zero carbon within a decade, starting with a 25% reduction in CO2 emissions next October, while CO2 emissions from existing buildings need to be approaching zero by 2050. We are now seeing a move from demonstration projects to an increasing number of real world low and zero carbon buildings being built, demonstrating that it is already possible to achieve significant reductions in carbon emissions.

This conference will showcase some of the best of these low and zero carbon projects, with a strong focus on the steps and measures taken and the impact it had on the construction process, providing delegates with a unique opportunity to learn from those at the leading edge of compliance with this fast approaching standard.

Speakers include:

- Paul King, Chief Executive of the UK Green Building Council (UKGBC) and Chairman of the Zero Carbon Hub, on the latest policy developments on zero carbon buildings.
- Bill Dunster, architect of the UK's first non-demonstration Code Level 6 homes.
- Ben Cook from Barratt Homes who is responsible for the company's 200+ home zero carbon development at Hanham Hall near Bristol.
- Gareth Davies, Director of architectural firm Stride Treglown who are planning a BREEAM Outstanding office building in Cardiff which will achieve a 55% reduction in CO2 emissions compared to Building Regulations.
- Vic Ebdon, who is a member of the School's Zero Carbon Taskforce, from Devon County Council, which currently has a number of low/zero carbon schools under construction or in design.

The conference is supported by the UKGBC, the SW Regional Development Agency (SWRDA) and SW Councils (formerly the SW Regional Assembly). It is organised by the Devon Sustainable Building Initiative (DSBI) and Ecos Trust.

For more details see www.sustainablebuild.org/TheRoadToZeroCarbon.html. To book contact Corina Reay on corina@ecostrust.org.uk or on 01458 254349

NALC Leadership Academy Events

Bookings for the National Association's Leadership Academy events in 2010 are now open. Three events will take place this year on 29 March–1 April, 13–16 July and 16–19 November. Full details and booking information on these events for local councillors can be found on the NALC website:

http://www.nalc.gov.uk/Conferences_and_Events/2010_NALC_Leadership_Academy_programme.aspx

Oxfordshire Play Partnership (OPP)
Minutes of meeting held on 16/12/09 at Watlington Sports Pavilion.

Present:

Meryl Smith	MS	Oxfordshire Playing Fields Assoc (OPFA)
Fergus Campbell	FC	Oxfordshire County Council (OCC)
Stuart Fitzsimmons	SF	Oxford County Council
Martin Gillett	MG	Oxfordshire Play Assoc. (OPA) (joint chair)
Tara Nielsen	TN	West Oxfordshire District Council (WODC)
Michelle Pollard	MP	Banbury Bus
Ginette Wilson	GW	Oxfordshire County Council Childcare Dev. (OCC)
Dawn Williams	DW	Oxfordshire County Council, Childcare Dev (OCC)
Jenny Doyle	JD	Oxfordshire County Council (OCC CRC)
Alison Partridge	AP	OCC, Strategic lead Play and Participation (Joint Chair)
Tym Soper	TS	Oxfordshire Playbus
Gavin Barber	GB	Oxfordshire Family Information Service (OXONFIS)
David Scott-Batey	DSB	OCC, Extended Services Manager
Roger Beattie	RB	Oxfordshire Assoc. of Local Councils (OALC)

Apologies:

Kamlesh Sharman	OCC
Jane Gallagher	OPA
Ian Brooke	Oxford City Council
Pat Gibson	OCC
Lynette Robertson	Play England
Jon Wilde	Oxford City Council
Philip Rolls	Cherwell DC
Jeremy Spafford	Independent
Kayte Locke	Health
Katy Weston	Lets Play

1. Minutes

Accuracy of the minutes for the last meeting agreed.

2. Matters Arising

2.1 Celebrating Inclusion – This was a fantastic event, organised by Aiming High, nominations came from and were decided by disabled children themselves. Many Thanks on behalf of the OPP to everyone who contributed. It was agreed that if the event is held again it would be a good idea to join up.

2.2. Play Policy – Need to update at the next meeting.

2.3. Play Strategy Action Plan Update – AP has done this, it needs more contribution from everyone on outcomes. Please everyone add your bits and return to AP. SC to send out an e-mail with updated e-mail address list, e-mail discussion on action plan agreed.

2.4. Play Design Grant – The first round has been awarded, 6 awards made, was totally participatory C&YP made all decisions. There is another round in February. Report available HW will circulate.

2.5. Health Play Meeting – This was a good first meeting, good links were made. It was agreed that a second meeting to further links should be organised as soon as

- 2.6. Inspiring Play – Will be joined up with the OPA newsletter and administered by the Oxfordshire Play Association from April. Any entries please contact JG.
- 2.7. Play Days – The overall national theme is Our Place 5 events will be run across the County, one in each district. 5 steering groups have been set up to do this with an overarching County Steering group, which has a funding sub group that are applying for Reaching Communities Lottery funding in order to fund the events. Local Steering groups will also apply locally for funding. All events are shaping up well.
- 2.8. Play Pot – The C&YP made decisions on the applications received for the October round 7 grants were awarded. Next round is February. The budget for 2010/11 has been reduced to 10K so it was agreed that the criteria should be tightened in light of this ensuring that it is the more innovative Play ideas that receive funding. JG, TS and SC to discuss. SC/JG/TS to do article on Play Pot for next Inspiring Play.

3. Agenda Items:

- 3.1. Media and Communications – HW has put together a Media Plan for Play Pathfinder. It was agreed that it would be a good idea to do this for Play as a whole across the County and that this would be an item for an away day. HW to circulate Play Pathfinder Plan.
- 3.2. Play Leaflet – JG has put this together with some help from SC paid from by Play Day under spend. To promote Play. Distribution to be discussed under the Media Plan item at the Away Day
- 3.3. National Family Week – Is next May Half term week.
- 3.4. Engagement with School Partnerships – DSB will provide an attachment regarding this. It was agreed that in the light of funding being streamed through schools partnerships, OPP should assess how to ensure that Play is integrated into the Partnership Agenda. It was agreed that we should look at this at the away day. Suggested reading 21st Century schools DCSF

There are 291 schools, 26 school partnerships, funding will be streamed to school partnerships who will administer according to local need. Schools budget 350 Million. It is vital that partners engage with school partnerships. Schools are moving towards more integrated provision. ESCO's are influential in schools partnerships. School Partnerships are the biggest purchasing body in the County. Funding will be in total in Partnerships by 2011. All Partnerships meet every couple of months.

- 3.5. Go For It – 1.3 Million from next April DSB to provide attachment for details
- 3.6. Play Worker Recruitment – GW explained that there are not enough qualified Playworkers and this is causing a real problem. OFSTED will not register unless there is a level 3 qualified person GW looking at linking TA, Pre-school and Playworker posts to make full time posts. There are not enough assessors to assess candidates either. GW looking into Playwork apprenticeships but again will need to link hours to make it viable. Transition awards are running in January for Pre-school workers wishing to go into Playwork. TS suggested work experience would be a good way to encourage interest. It was agreed that this should be looked at the away day.
- 3.7. Embedding the Play Strategy, Play England Doc – AP has put together a draft Doc looking at how we can work together in Oxfordshire. SC to e-mail around responses please before 13th January. It was also agreed to add Embedding Play to the Away Day.

A.O.B. To be discussed at the Away Day

OPP Away Day – Booked at Barton Neighbourhood Centre from 10 am until 3pm

Away Day Agenda:

1. Play Work Recruitment
2. Embedding Play
3. Media and Communications
4. Integrating Play into DCSF 21st Century extended Schools agenda.

LEVEL OF BURIAL FEES (ENGLAND)

Town and parish councils frequently enquire into the level of burial fees that they can charge. This briefing will consider the amount that a parish or town council can charge and the powers that they have with respect to charges.

The level of burial fees

The basic position is that a town or parish council has total autonomy over the level of its burial fees. There is no maximum limit on any fee or any limitation on the increase that a council can levy. In terms of increasing their fees, town and parish councils are advised to consider the following indicators:

1. The fees charged for burials in Church of England churchyards.
2. The cost of running a burial ground and how much they can recover in fees.
3. The current fees in force in neighbouring local authority burial grounds or cemeteries.

1. Church of England fees

The fees the Church of England ("CofE") charges are fixed nationally on an annual basis by the governing bodies of the CofE. The Parochial Fees Order 2009, which came into force on 1 January 2010, contains the current fees table and can be obtained from a local vicar or the Diocesan Registry. The relevant sections from the table are set out below:

FUNERALS AND BURIALS

	Fee payable towards stipend of incumbent £	Fee payable to parochial church council £	Total fee payable £
A. Service in church			
▪ Funeral service in church	54.00	45.00	99.00
▪ Burial in churchyard following on from service in church	—	194.00	194.00
▪ Burial in cemetery or cremation following on from service in church	—	—	NIL
▪ Burial of body in churchyard on separate occasion	36.00	194.00	230.00
▪ Burial of cremated remains in churchyard on separate occasion	36.00	78.00	114.00
▪ Burial in cemetery on separate occasion	36.00	—	36.00
B. No Service in Church			

▪ Service in crematorium or cemetery	99.00	—	99.00
▪ Burial of body in churchyard	36.00	194.00	230.00
▪ Burial of cremated remains in churchyard	36.00	78.00	114.00
C. Certificate issued at time of burial	12.00	—	12.00

2. The cost of running a burial ground

Town and parish councils are advised that the annual costs of running burial grounds should if possible be covered by their annual income.

3. Other local fees for burial grounds

Local charging rates are a good starting point for town and parish councils although they do not necessarily need to be followed. Town and parish councils may find them useful when they are considering implementing a large percentage increase in fees to help them to justify increases as being in line with fee increases elsewhere in the locality.

Conclusions

Fees charged for burials in Church of England churchyards, the cost of running burial grounds and the level of fees implemented by other local authorities in neighbouring burial grounds or cemeteries are indicators that should give town and parish councils an idea as to the level of burial fees they charge. These indicators are not mandatory but it is advisable for town and parish councils to use them as the basis for formulating fee increases.

This briefing was issued by Jane Moore, Solicitor

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