

GODALMING JOINT BURIAL COMMITTEE

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Municipal Buildings
Bridge Street
Godalming
Surrey GU7 1HT

8 September 2017

I HEREBY SUMMON YOU to attend the **JOINT BURIAL COMMITTEE** meeting to be held in Godalming Council Chamber on THURSDAY, 14 SEPTEMBER 2017 at 5.30pm.

Andy Jeffery
Acting Clerk to the Committee

Committee Members: Councillor Wheatley – Chairman
Councillor Gordon-Smith – Vice Chairman
Councillor A Bott
Councillor Noyce
Councillor Williams
Councillor Gray
Councillor Long (Busbridge Parish Council)
Councillor Westwood (Busbridge Parish Council)

AGENDA

1. MINUTES

The Chairman to sign as a correct record the Minutes of the meeting held on 15 June 2017.

2. APOLOGIES FOR ABSENCE

3. DISCLOSABLE PECUNIARY INTERESTS AND NON-PECUNIARY INTERESTS

To receive from Members any declarations of interests in relation to any items included on the Agenda for this meeting required to be disclosed by the Localism Act 2011 and the Godalming Members' Code of Conduct.

4. ACCOUNTS PAID SINCE LAST MEETING & SCHEDULE OF PAYMENTS

Clerk to report on the accounts paid since the last meeting.

A schedule of the accounts paid will be tabled for the information of Members. The vouchers relating to these payments will also be tabled at the meeting for inspection. All payments made are in line with the agreed budget or other resolution of this Committee or Full Council.

Members to agree that the Chairman should sign the schedule of accounts paid.

5. SIGNING OF BANK RECONCILIATIONS

The Committee to consider the tabled monthly bank reconciliations since the last meeting of the Committee and authorise the Chairman to sign them.

Members of the Public have the right to attend all meetings of the Godalming Joint Burial Committee and are welcome.

6. FINAL ACCOUNTS YEAR ENDING 31 MARCH 2017

Members to receive and agree the final accounts for the year ending 31 March 2017 (accounts attached for the information of Members).

7. BUDGET MONITORING

Members to consider the attached budget monitoring report to 31 August 2017. Members are asked to note the following points:

- Rates – due to the Valuation Office revaluing both cemeteries significantly (Eashing's rateable value went from £8,000 to £19,250 and Nightingale's from £385 to £2,850), the Burial Committee has overspent its Rates budget by £2,800 at Eashing. Nightingale was subject to some rates relief, which means there is no overspend this financial year but rates will need to be increased for the 2017/18 financial year.
- Grounds Maintenance - £5,450 of Tree Safety Works has been done, which is putting some pressure on the Grounds Maintenance budget. There is an Earmarked Reserve for Tree Works, currently with a balance of £5,000. Officers will continue to monitor the revenue budget and report further at revised estimates.

Members to note that due to the improvement works carried out on Nightingale Chapel last financial year, the Earmarked Reserve for Chapels is currently a negative balance. Officers recommend that this be addressed by the following transfers:

- Eliminate the Consolidated Stock reserve of £4,506
- Reduce the Boundaries Reserve by £4,500 to £20,000
- Transfer the balance required of £40,994 from General Reserves, leaving a working balance of £36,772 which is 57% the Godalming Joint Burial Committee's precept.

Members to approve the recommended transfers.

8. NON-DOMESTIC RATES

Members will be aware the Government conducted an extensive change to the system of Non-Domestic Rates which came into effect on 1 April 2017. This coincided with the 5-yearly re-evaluation by the Valuation Office Agency (VOA) of the rateable value of all premises.

The resulting outcome of this process is that the rateable value of the cemeteries has increased.

- Nightingale Cemetery's rateable value has increased from £385 to £2,850 an increase of 740%. However, due to small business relief, which is allowable for rateable values below £12,000, the actual increase in the amount payable was only 7% from a payment of £186.34 to £199.57 (the amount payable is the rateable value in £s x the multiple factor i.e. an amount in every pound).
- Eashing Cemetery's rateable value has increased from £8,000 to £19,250 an increase of 241%. However, in the case of Eashing Cemetery the increase in the rateable value has taken it out of the Small Business relief bracket, therefore, the amount payable has increased from £1,290.66 in 2016/17 to £4,149.99 in 2017/18.

The Acting Clerk and Acting RFO have been unable to find any correspondence informing of this increase prior to the arrival of the invoice for payment. As previously outlined in the monitoring report, the level of increase experienced at Eashing Cemetery was not allowed for in the current budget and based on our current interment rates, £80 of each interment fee would be required to cover the increase.

Officers have obtained the detailed valuation for each of the cemeteries (attached for Members' information), however, Officers do not have the detailed knowledge required to be able to challenge the validity of the re-valuation. Therefore, if Members are minded to challenge the basis of the re-valuation of the cemeteries, Officers recommend that an appropriate solicitor or member of the Royal Institution of Chartered Surveyors be engaged to conduct the 'Check, Challenge Appeal' process required to amend, if successful, the rateable value. If Members wish to mount a challenge the deadline for doing so is 30 November 2017.

9. BINDING OF MINUTES

Godalming Joint Burial Committee has a duty to maintain the minutes of its meetings as a permanent, publicly accessible record in a paper form. Currently 8 years' of committee minutes require binding into appropriate volumes; the cost of which is £105.00 plus VAT per volume. Although several years minutes are bound into each volume, the exact requirement will not be known until the binders (Shaw & Sons) receive the minute papers but is anticipated to require two volumes.

Members are requested to resolve the approval of expenditure of up to £210 plus VAT for the binding of the outstanding minutes. The cost to be met by Cost Centre 410/4900 (Miscellaneous Expenses).

10. BURIAL STATISTICS

Statistics for the previous quarter and the current quarter to date 8 September plus those for the twelve months ending 31 March 2017 are attached for the information of Members.

11. DATE OF NEXT MEETING

The next meeting of the Godalming Joint Burial Committee is scheduled to take place on Thursday, 9 November 2017 at 5.30pm in the Council Chamber.

12. ANNOUNCEMENTS

Brought forward by permission of the Chairman. Requests to be submitted prior to commencement of the meeting.

TO: ALL MEMBERS OF THE GODALMING JOINT BURIAL COMMITTEE

GODALMING JOINT BURIAL COMMITTEE**Income and Expenditure Account 2016/17**

| 2015/16 | | 2016/17 | 2016/17 | 2016/17 |
|-------------|--|--------------|--------------|--------------|
| Actual | | Actual | Budget | Revised |
| £ | | £ | £ | Estimate |
| | | | | £ |
| | Premises Related Expenditure | | | |
| 8,046 | Repairs, alteration & maintenance of buildings | 73,749 | 70,000 | 67,000 |
| 197 | Energy Costs | 196 | 500 | 500 |
| 1,482 | Rates | 1,500 | 1,500 | 1,480 |
| 281 | Water services | (638) | 600 | (500) |
| 0 | Fixture and fittings | 130 | 200 | 200 |
| 2,578 | Cleaning and domestic supplies | 3,107 | 2,700 | 2,875 |
| 52,427 | Grounds and maintenance costs | 87,568 | 59,500 | 81,445 |
| 4,320 | Premises insurance | 4,472 | 4,500 | 4,472 |
| 12,500 | Contribution to premise-related provisions | 12,500 | 12,500 | 12,500 |
| | Transport Related Expenditure | | | |
| 134 | Car allowances | 176 | 500 | 500 |
| | Supplies & Services | | | |
| 121 | Equipment, furniture and materials | 263 | 1,000 | 500 |
| 11,016 | Services | 3,677 | 5,000 | 2,500 |
| 400 | Professional fees | 0 | 0 | 400 |
| 25,750 | Audit fees | 27,000 | 27,000 | 27,000 |
| 193 | Admin fees | 208 | 210 | 210 |
| 0 | Communications & computing | 0 | 0 | 0 |
| 0 | Postage | 0 | 0 | 0 |
| 390 | Computers | 0 | 0 | 0 |
| 975 | Website | 0 | 400 | 400 |
| 20 | Publicity | 795 | 1,000 | 1,000 |
| 715 | Grants and subscriptions | 20 | 150 | 150 |
| | Miscellaneous expenditure | 71 | 0 | 0 |
| | Income | | | |
| (211) | Other grants | 0 | (210) | 0 |
| (56,373) | Customer and client receipts | (79,220) | (50,150) | (60,370) |
| (416) | Interest | (311) | (340) | (340) |
| (64,572) | Recharges | (135,504) | (131,572) | (142,072) |
| (27) | Net Expenditure (to/from revenue reserve) | (239) | 4,988 | (150) |

GODALMING JOINT BURIAL COMMITTEE

Balance Sheet as at 31st March 2017

| 31/03/2016 | | 31/03/2016 |
|----------------------------|----------------------------------|----------------|
| £ | | £ |
| ASSETS | | |
| 980 | Debtors Control | 1,945 |
| 1,702 | VAT Refund | 3,168 |
| 4,472 | Prepayments | 5,371 |
| 189,230 | Cash at Bank | 124,876 |
| <u>196,384</u> | | <u>135,360</u> |
| CURRENT LIABILITIES | | |
| 0 | Income in Advance | (2,070) |
| (6,371) | Sundry Creditors | (1,538) |
| <u>190,013</u> | NET ASSETS | <u>131,752</u> |
| Funded by: | | |
| 27 | Current Year | 239 |
| 81,499 | Revenue Reserve | 81,526 |
| 14,883 | Fund - Drive & General Repairs | 16,883 |
| 14,027 | Fund - Nightingale Memorials | 11,027 |
| 15,071 | Fund - Nightingale Lodge | 15,071 |
| 14,000 | Fund - Buildings / Chapel | (52,000) |
| 8,000 | Eashing Lodge | 9,000 |
| 4,000 | Letting Fees | 5,000 |
| 6,000 | Eashing Cemetery Maintenance | 7,000 |
| 18,000 | Boundaries | 22,500 |
| 4,506 | Consolidated Stock | 4,506 |
| 5,000 | Tree Maintenance | 5,000 |
| 5,000 | Nightingale Cemetery Maintenance | 6,000 |
| <u>190,013</u> | TOTAL RESERVES | <u>131,752</u> |

Month No : 5

Committee Report

| | Actual Year To Date | Current Annual Bud | Variance Annual Total | Committed Expenditure | Funds Available | % of Budget |
|--|------------------------|-----------------------|--------------------------|--------------------------|--------------------|----------------|
|--|------------------------|-----------------------|--------------------------|--------------------------|--------------------|----------------|

Administration & Overheads**401 Administration & Overheads**

| | | | | | | | |
|------|---|---------------|----------------|----------------|----------|--------------|---------------|
| 4013 | Other Staff Expenses | 229 | 500 | 271 | 271 | 45.8 % | |
| 4102 | Property Maintenance | 0 | 500 | 500 | 500 | 0.0 % | |
| 4103 | Maintenance Contracts | 0 | 500 | 500 | 500 | 0.0 % | |
| 4310 | Administration Charge | 27,000 | 27,270 | 270 | 270 | 99.0 % | |
| 4313 | Professional Fees - Other | 0 | 2,000 | 2,000 | 2,000 | 0.0 % | |
| 4314 | Audit Fees | 200 | 400 | 200 | 200 | 50.0 % | |
| 4315 | Insurance | 4,551 | 4,560 | 9 | 9 | 99.8 % | |
| 4321 | Bank Fees | 87 | 210 | 123 | 123 | 41.5 % | |
| 4326 | Website | 0 | 400 | 400 | 400 | 0.0 % | |
| 4327 | Publicity Advertising | 805 | 1,150 | 345 | 345 | 70.0 % | |
| 4900 | Miscellaneous | 20 | 400 | 380 | 380 | 5.0 % | |
| | Administration & Overheads :- Expenditure | 32,892 | 37,890 | 4,998 | 0 | 4,998 | 86.8 % |
| 1001 | Precept - Godalming TC | 30,848 | 61,696 | -30,848 | | | 50.0 % |
| 1002 | Precept - Busbridge PC | 1,438 | 2,876 | -1,438 | | | 50.0 % |
| 1300 | Interest | 152 | 340 | -188 | | | 44.7 % |
| | Administration & Overheads :- Income | 32,438 | 64,912 | -32,474 | | | 50.0 % |
| | Net Expenditure over Income | 454 | -27,022 | -27,476 | | | |

| | | | | | | | |
|--|---|---------------|----------------|----------------|----------|--------------|---------------|
| | Administration & Overheads :- Expenditure | 32,892 | 37,890 | 4,998 | 0 | 4,998 | 86.8 % |
| | Income | 32,438 | 64,912 | -32,474 | | | 50.0 % |
| | Net Expenditure over Income | 454 | -27,022 | -27,476 | | | |

Eashing**411 Eashing - Cemetery**

| | | | | | | | |
|------|-----------------------------------|---------------|---------------|---------------|----------|---------------|---------------|
| 4015 | Grave Digging | 725 | 0 | -725 | -725 | 0.0 % | |
| 4103 | Maintenance Contracts | 800 | 750 | -50 | -50 | 106.7 % | |
| 4131 | Rates | 4,147 | 1,326 | -2,821 | -2,821 | 312.7 % | |
| 4141 | Water Service | 74 | 300 | 226 | 226 | 24.7 % | |
| 4162 | Waste Removal | 428 | 920 | 492 | 492 | 46.5 % | |
| 4171 | Grounds Maintenance | 26,392 | 42,700 | 16,308 | 16,308 | 61.8 % | |
| 4172 | Memorial Inspection | 0 | 2,000 | 2,000 | 2,000 | 0.0 % | |
| 4301 | Equipment | 210 | 200 | -10 | -10 | 105.2 % | |
| | Eashing - Cemetery :- Expenditure | 32,776 | 48,196 | 15,420 | 0 | 15,420 | 68.0 % |
| 1100 | Interment | 3,570 | 8,000 | -4,430 | | | 44.6 % |
| 1101 | Monument | 1,260 | 2,000 | -740 | | | 63.0 % |

Month No : 5

Committee Report

| | | Actual Year To Date | Current Annual Bud | Variance Annual Total | Committed Expenditure | Funds Available | % of Budget |
|--------------------|---------------------------------------|------------------------|-----------------------|--------------------------|--------------------------|--------------------|----------------|
| 1102 | Purchase of Grave Space | 6,300 | 6,000 | 300 | | | 105.0 % |
| 1400 | Miscellaneous | 400 | 0 | 400 | | | 0.0 % |
| | Eashing - Cemetery :- Income | 11,530 | 16,000 | -4,470 | | | 72.1 % |
| | Net Expenditure over Income | 21,246 | 32,196 | 10,950 | | | |
| 413 | Eashing - Chapel | | | | | | |
| 4102 | Property Maintenance | 18 | 0 | -18 | | -18 | 0.0 % |
| 4103 | Maintenance Contracts | 108 | 100 | -8 | | -8 | 108.0 % |
| 4111 | Energy Costs | 190 | 500 | 310 | | 310 | 37.9 % |
| 4161 | Cleaning | 0 | 475 | 475 | | 475 | 0.0 % |
| 4162 | Waste Removal | 100 | 0 | -100 | | -100 | 0.0 % |
| | Eashing - Chapel :- Expenditure | 416 | 1,075 | 659 | 0 | 659 | 38.7 % |
| 1200 | Rent | 70 | 350 | -280 | | | 20.0 % |
| | Eashing - Chapel :- Income | 70 | 350 | -280 | | | 20.0 % |
| | Net Expenditure over Income | 346 | 725 | 379 | | | |
| 415 | Eashing - Lodge | | | | | | |
| 4102 | Property Maintenance | 60 | 550 | 490 | | 490 | 10.9 % |
| 4103 | Maintenance Contracts | 0 | 100 | 100 | | 100 | 0.0 % |
| 4171 | Grounds Maintenance | 518 | 0 | -518 | | -518 | 0.0 % |
| | Eashing - Lodge :- Expenditure | 578 | 650 | 72 | 0 | 72 | 88.9 % |
| 1200 | Rent | 6,750 | 16,200 | -9,450 | | | 41.7 % |
| | Eashing - Lodge :- Income | 6,750 | 16,200 | -9,450 | | | 41.7 % |
| | Net Expenditure over Income | -6,172 | -15,550 | -9,378 | | | |
| | Eashing :- Expenditure | 33,770 | 49,921 | 16,151 | 0 | 16,151 | 67.6 % |
| | Income | 18,350 | 32,550 | -14,200 | | | 56.4 % |
| | Net Expenditure over Income | 15,420 | 17,371 | 1,951 | | | |
| Nightingale | | | | | | | |
| 421 | Nightingale - Cemetery | | | | | | |
| 4103 | Maintenance Contracts | 700 | 750 | 50 | | 50 | 93.3 % |
| 4131 | Rates | 200 | 184 | -16 | | -16 | 108.5 % |
| 4141 | Water Service | 0 | 300 | 300 | | 300 | 0.0 % |
| 4171 | Grounds Maintenance | 1,625 | 15,450 | 13,825 | | 13,825 | 10.5 % |
| | Nightingale - Cemetery :- Expenditure | 2,525 | 16,684 | 14,159 | 0 | 14,159 | 15.1 % |

Month No : 5

Committee Report

| | | Actual Year To Date | Current Annual Bud | Variance Annual Total | Committed Expenditure | Funds Available | % of Budget |
|------------|-------------------------------------|------------------------|-----------------------|--------------------------|--------------------------|--------------------|----------------|
| 1100 | Interment | 350 | 0 | 350 | | | 0.0 % |
| 1101 | Monument | 300 | 0 | 300 | | | 0.0 % |
| 1102 | Purchase of Grave Space | 1,800 | 0 | 1,800 | | | 0.0 % |
| | Nightingale - Cemetery :- Income | 2,450 | 0 | 2,450 | | | |
| | Net Expenditure over Income | 75 | 16,684 | 16,609 | | | |
| 423 | Nightingale - Chapel | | | | | | |
| 4102 | Property Maintenance | 0 | 600 | 600 | | 600 | 0.0 % |
| 4103 | Maintenance Contracts | 108 | 100 | -8 | | -8 | 108.0 % |
| | Nightingale - Chapel :- Expenditure | 108 | 700 | 592 | 0 | 592 | 15.4 % |
| 1200 | Rent | 0 | 5,000 | -5,000 | | | 0.0 % |
| | Nightingale - Chapel :- Income | 0 | 5,000 | -5,000 | | | 0.0 % |
| | Net Expenditure over Income | 108 | -4,300 | -4,408 | | | |
| 425 | Nightingale - Lodge | | | | | | |
| 4103 | Maintenance Contracts | 0 | 250 | 250 | | 250 | 0.0 % |
| 4161 | Cleaning | 40 | 0 | -40 | | -40 | 0.0 % |
| 4301 | Equipment | 329 | 0 | -329 | | -329 | 0.0 % |
| | Nightingale - Lodge :- Expenditure | 369 | 250 | -119 | 0 | -119 | 147.7 % |
| 1200 | Rent | 5,250 | 12,600 | -7,350 | | | 41.7 % |
| | Nightingale - Lodge :- Income | 5,250 | 12,600 | -7,350 | | | 41.7 % |
| | Net Expenditure over Income | -4,881 | -12,350 | -7,469 | | | |
| | Nightingale :- Expenditure | 3,002 | 17,634 | 14,632 | 0 | 14,632 | 17.0 % |
| | Income | 7,700 | 17,600 | -9,900 | | | 43.8 % |
| | Net Expenditure over Income | -4,698 | 34 | 4,732 | | | |

Detailed Balance Sheet (Excluding Stock Movement)

Month No: 5

| <u>A/c</u> | <u>Account Description</u> | <u>Actual</u> | <u>Budget</u> | <u>Variance</u> |
|--|----------------------------|----------------|---------------|-----------------|
| <u>Current Assets</u> | | | | |
| 101 | Debtors Control | 2,095 | 0 | 2,095 |
| 105 | VAT Control Account | 1,984 | 0 | 1,984 |
| 201 | HSBC Current Account | 13,605 | 0 | 13,605 |
| 202 | HSBC Deposit Account | 107,797 | 0 | 107,797 |
| Total Current Assets | | 125,481 | 0 | 125,481 |
| <u>Current Liabilities</u> | | | | |
| 501 | Creditors Control | 3,352 | 0 | 3,352 |
| 502 | Revenue in Advance | 1,553 | 0 | 1,553 |
| Total Current Liabilities | | 4,904 | 0 | 4,904 |
| Net Current Assets | | 120,577 | 0 | 120,577 |
| Total Assets less Current Liabilities | | 120,577 | 0 | 0 |
| <u>Represented By :-</u> | | | | |
| 300 | Current Year Fund | -22,176 | 0 | -22,176 |
| 310 | General Reserves | 77,766 | 0 | 77,766 |
| 320 | EMR Chapels | -50,000 | 0 | -50,000 |
| 321 | EMR Nightingale Cemetery | 7,000 | 0 | 7,000 |
| 322 | EMR Eashing Cemetery | 8,000 | 0 | 8,000 |
| 323 | EMR Memorial Inspections | 15,027 | 0 | 15,027 |
| 324 | EMR Nightingale Lodge | 16,071 | 0 | 16,071 |
| 325 | EMR Eashing Lodge | 10,000 | 0 | 10,000 |
| 326 | EMR Letting Fees | 6,000 | 0 | 6,000 |
| 327 | EMR Driveways | 18,883 | 0 | 18,883 |
| 328 | EMR Tree Maintenance | 5,000 | 0 | 5,000 |
| 329 | EMR Boundaries | 24,500 | 0 | 24,500 |
| 330 | EMR Consolidated Stock | 4,506 | 0 | 4,506 |
| Total Equity | | 120,577 | 0 | 120,577 |



Valuation Office
Agency

GODALMING JOINT BURIAL COMMITTEE
CEMETERY
OCKFORD RIDGE
GODALMING
SURREY
GU7 2NP

Regarding detailed valuation request: DVR - EMAIL1ZRPGJQ

Check your property facts

Use this document to:

- see a detailed valuation for your property
- confirm information about your property that is correct
- tell the Valuation Office Agency (VOA) about any details that have changed or are inaccurate
- provide details for any information that is missing

There are two parts to this document:

Part 1 **Detailed valuation:** contains a detailed valuation for the property that you are linked to, for your information

Part 2 **Confirm or change the information held for this property:** to complete and return if you wish to submit a check to tell the VOA about any changes that have occurred inside the property boundaries or external factors which might influence your valuation

If you have requested your detailed valuation as part of challenge and do not wish to submit a check, you do not need to complete Part 2 of this form.

Please note that submitting a check or challenge can cause the rateable value to go up as well as down.



You must provide factually correct information in your check. If you do not, this could lead to changes to your valuation which may be backdated (including increases).



Large format print and braille copies of this form are available on request.

FOR INTERNAL USE ONLY

Form reference: Contractors 01

CDB Case Number

29640284

Part 1

Detailed valuation

This part of the document contains the detailed valuation for the property address shown on page 1.

To tell the VOA about any changes to the property, you will need to complete Part 2 of this document.

The rateable value is: £19,250

| | |
|-----------------------------|-----------------------|
| Rating list | 2017 |
| Primary description | CEMETERY AND PREMISES |
| Effective from | 01 APRIL 2017 |
| Billing authority reference | 1221752300 |
| Billing authority name | WAVERLEY |
| Composite | NO |

Valuation factors

These are factors about your property which influence the valuation.

| | |
|--|------|
| Areas where there is regular drainage, hard standings, concrete paths, car parks and lighting walls and general connection to services (m ²) | 3.5 |
| Areas that are graveled, bounded by hedges, graveled car park areas (m ²) | 0.00 |
| Areas visited and maintained (m ²) | 0.00 |
| Current in-exhausted land (m ²): Areas used for burials for the next 10 years including buildings currently in use, car parking areas, landscaping areas and current burial areas | 0.5 |
| Future in-exhausted land (m ²): Areas to be used for burials after ten and up to 15 years | 0.5 |
| Distant in-exhausted land (m ²) For long term future use | 1.79 |

Rateable value break down

Property class - Cemeteries

CEMETERY
OCKFORD RIDGE, GODALMING
SURREY, GU7 2NP

Our Reference 20027741
BA reference Number 1221752300
Special Category and Code 053 Cemeteries
Basis of Valuation Contractors Basis

| Item Ref | Description | Age | Volume/area/ No | Unit | Cost £ /unit | Estimated Replacement Costs | Location Factor Applies | Contract Size Adjustment | Fees | Obsolescence Allowance | Adjusted Replacement Cost (ARC) | Exemption/ Other allowances | Adjusted ARC |
|----------|------------------|------|-----------------|------|--------------|-----------------------------|-------------------------|--------------------------|------|------------------------|---------------------------------|-----------------------------|--------------|
| | Chapels | 1900 | 198.0 | m2 | | £168,300 | Y | | | | £84,150 | | £84,150 |
| | Site Improvement | 1900 | 2.0 | ha | | £41,500 | N | | | | £41,500 | | £41,500 |

Average A & O

Totals **£209,800** **40.11%** **£125,650** **£125,650**

Total Adjusted Replacement Cost brought forward **£125,650**

Location Factor 1.17 Applied to £84,150 £139,956

External Works £139,956

Contract Size Adjustment 10.00% £153,951

Fees 12% 12.00% £16,586 £170,537

Site Area

| Area - Hectares | £/Hectare | % adopted | |
|-----------------|-----------|-----------|-------|
| Exhausted land | 3.5 | £150,000 | 25.0% |

£131,250 £301,787

In-exhausted land

| Use | Area | £/Hectare | % adopted |
|------------------------|------|-----------|-----------|
| current use | 0.5 | £150,000 | 100% |
| For future use | 0.5 | £150,000 | 50% |
| Use a distant prospect | 1.79 | £150,000 | 10% |

£75,000
£37,500
£26,850 £441,137

Decapitalise 4.40% £19,410

| Other Additions - Description | Area/No. | Unit | £/unit | £ | Allowance Total |
|-------------------------------|----------|------|--------|---|-----------------|
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |

£19,410

End Allowance Rental value £19,250

Rental value (after rounding) £19,250

Rateable Value **£19,250**



Valuation Office
Agency

GODALMING JOINT BURIAL COMMITTEE
CEMETERY
NIGHTINGALE ROAD
GODALMING
SURREY
GU7 2HP

Regarding detailed valuation request: DVR - EMAIL1ZRPGJ9

Check your property facts

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Please note that submitting a check or challenge can cause the rateable value to go up as well as down.



You must provide factually correct information in your check. If you do not, this could lead to changes to your valuation which may be backdated (including increases).



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FOR INTERNAL USE ONLY

Form reference: Contractors 01

CDB Case Number

29640236

Part 1

Detailed valuation

This part of the document contains the detailed valuation for the property address shown on page 1.

To tell the VOA about any changes to the property, you will need to complete Part 2 of this document.

The rateable value is: £2,850

| | |
|-----------------------------|-----------------------|
| Rating list | 2017 |
| Primary description | CEMETERY AND PREMISES |
| Effective from | 01 APRIL 2017 |
| Billing authority reference | 1220553510 |
| Billing authority name | WAVERLEY |
| Composite | NO |

Valuation factors

These are factors about your property which influence the valuation.

| | |
|--|------|
| Areas where there is regular drainage, hard standings, concrete paths, car parks and lighting walls and general connection to services (m ²) | 1.75 |
| Areas that are graveled, bounded by hedges, graveled car park areas (m ²) | 0.00 |
| Areas visited and maintained (m ²) | 0.00 |
| Current in-exhausted land (m ²): Areas used for burials for the next 10 years including buildings currently in use, car parking areas, landscaping areas and current burial areas | 0.02 |
| Future in-exhausted land (m ²): Areas to be used for burials after ten and up to 15 years | 0.00 |
| Distant in-exhausted land (m ²): For long term future use | 0.00 |

Rateable value break down

Property class - Cemeteries

CEMETERY
NIGHTINGALE ROAD, GODALMING
SURREY, GU7 2HP

Our Reference 20027740
BA reference Number 1220553510
Special Category and Code 053 Cemeteries
Basis of Valuation Contractors Basis

| Item Ref | Description | Age | Volume/area/ No | Unit | Cost £ /unit | Estimated Replacement Costs | Location Factor Applies | Contract Size Adjustment | Fees | Obsolescence Allowance | Adjusted Replacement Cost (ARC) | Exemption/ Other allowances | Adjusted ARC |
|----------|------------------------|------|-----------------|------|--------------|-----------------------------|-------------------------|--------------------------|------|------------------------|---------------------------------|-----------------------------|--------------|
| | Site Improvement Works | 1857 | 0.4 | ha | | £8,300 | N | | | | £8,300 | | £8,300 |
| | | | | | | | | | | | | | |

Totals Average A & O
£8,300 **£8,300** **£8,300**

Total Adjusted Replacement Cost brought forward **£8,300**

Location Factor 1.17 Applied to £8,300

External Works £8,300

Contract Size Adjustment 10.00% £9,130

Fees 12% 12.00% £1,096 £10,226

Site Area
 Exhausted land Area - Hectares 1.75 £/Hectare £150,000 % adopted 20.0% £52,500 £62,726

In-exhausted land current use 0.02 £150,000 100% £3,000
For future use £150,000 50%
Use a distant prospect £150,000 10% £65,726

Decapitalise 4.40% £2,892

| Other Additions - Description | Area/No. | Unit | £/unit | £ | Allowance Total |
|-------------------------------|----------|------|--------|---|-----------------|
| | | | | | |
| | | | | | |
| | | | | | |

£2,892

End Allowance Rental value £2,850

Rental value (after rounding) £2,850

Rateable Value **£2,850**

GODALMING JOINT BURIAL COMMITTEE
Final Statistics as at 31 March 2017 and Curret Year Statistics to 8 September 2017

INTERMENTS

(a) Eashing

Quarter Ending

| Quarter Ending | Godalming | | | Busbridge | | | Excepted Category | | | Non-Parishioners | | | Total | | |
|----------------|--------------|-------|-------|--------------|-------|-------|-------------------|-------|-------|------------------|-------|-------|--------------|-------|-------|
| | Inhum-ations | Ashes | Total | Inhum-ations | Ashes | Total | Inhum-ations | Ashes | Total | Inhum-ations | Ashes | Total | Inhum-ations | Ashes | Total |
| 30-Jun-14 | 1 | 1 | 2 | 0 | 0 | 0 | 1 | 0 | 1 | 1 | 2 | 3 | 3 | 3 | 6 |
| 30-Sep-14 | 5 | 1 | 6 | 0 | 0 | 0 | 0 | 1 | 1 | 2 | 1 | 3 | 7 | 3 | 10 |
| 31-Dec-14 | 2 | 1 | 3 | 0 | 0 | 0 | 1 | 0 | 1 | 2 | 1 | 3 | 5 | 2 | 7 |
| 31-Mar-15 | 7 | 3 | 10 | 0 | 0 | 0 | 0 | 0 | 0 | 2 | 0 | 2 | 9 | 3 | 12 |
| 30-Jun-15 | 1 | 1 | 2 | 0 | 0 | 0 | 1 | 0 | 1 | 2 | 4 | 6 | 4 | 5 | 9 |
| 30-Sep-15 | 4 | 1 | 5 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 1 | 2 | 5 | 2 | 7 |
| 31-Dec-15 | 4 | 0 | 4 | 0 | 0 | 0 | 0 | 0 | 0 | 3 | 0 | 3 | 7 | 0 | 7 |
| 31-Mar-16 | 3 | 0 | 3 | 0 | 0 | 0 | 2 | 0 | 2 | 1 | 0 | 1 | 6 | 0 | 6 |
| 30-Jun-16 | 3 | 1 | 4 | 0 | 0 | 0 | 1 | 0 | 1 | 0 | 1 | 1 | 4 | 2 | 6 |
| 30-Sep-16 | 3 | 0 | 3 | 0 | 0 | 0 | 1 | 1 | 2 | 1 | 1 | 2 | 5 | 2 | 7 |
| 31-Dec-16 | 8 | 1 | 9 | 0 | 0 | 0 | 3 | 1 | 4 | 1 | 0 | 1 | 12 | 2 | 14 |
| 31-Mar-17 | 3 | 0 | 3 | 0 | 0 | 0 | 2 | 1 | 3 | 1 | 2 | 3 | 6 | 3 | 9 |
| 30-Jun-17 | 3 | 0 | 3 | 0 | 0 | 0 | 1 | 2 | 3 | 1 | 2 | 3 | 5 | 4 | 9 |
| 30-Sep-17 | 1 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 2 | 0 | 2 | 3 | 0 | 3 |
| 31-Dec-17 | | | | | | | | | | | | | | | |
| 31-Mar-18 | | | | | | | | | | | | | | | |

(b) Nightingale

Quarter Ending

| Quarter Ending | Godalming | | | Busbridge | | | Excepted Category | | | Non-Parishioners | | | Total | | |
|----------------|--------------|-------|-------|--------------|-------|-------|-------------------|-------|-------|------------------|-------|-------|--------------|-------|-------|
| | Inhum-ations | Ashes | Total | Inhum-ations | Ashes | Total | Inhum-ations | Ashes | Total | Inhum-ations | Ashes | Total | Inhum-ations | Ashes | Total |
| 30-Jun-13 | 1 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 1 |
| 30-Sep-13 | 0 | 1 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 1 |
| 31-Dec-13 | 3 | 1 | 4 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 1 | 2 | 4 | 2 | 6 |
| 31-Mar-14 | 1 | 0 | 1 | 0 | 0 | 0 | 1 | 0 | 1 | 0 | 0 | 0 | 2 | 0 | 2 |
| 30-Jun-14 | 3 | 0 | 3 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 3 | 0 | 3 |
| 30-Sep-14 | 0 | 3 | 3 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 3 | 3 |
| 31-Dec-14 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 31-Mar-15 | 1 | 2 | 3 | 0 | 0 | 0 | 1 | 0 | 1 | 0 | 0 | 0 | 2 | 2 | 4 |
| 30-Jun-15 | 1 | 1 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 2 | 2 | 1 | 3 | 4 |
| 30-Sep-15 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 1 |
| 31-Dec-15 | 0 | 3 | 3 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 3 | 3 |
| 31-Mar-16 | 3 | 0 | 3 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 3 | 0 | 3 |
| 30-Jun-16 | 0 | 1 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 1 | 0 | 2 | 2 |
| 30-Sep-16 | 1 | 1 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 1 | 2 |
| 31-Dec-16 | 1 | 1 | 2 | 0 | 0 | 0 | 1 | 0 | 1 | 0 | 0 | 0 | 2 | 1 | 3 |
| 31-Mar-17 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 30-Jun-17 | 1 | 0 | 1 | 0 | 0 | 0 | 1 | 0 | 1 | 0 | 0 | 0 | 2 | 0 | 2 |
| 30-Sep-17 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 31-Dec-17 | | | | | | | | | | | | | | | |
| 31-Mar-18 | | | | | | | | | | | | | | | |

Total

Year Ending

| Year Ending | Godalming | | | Busbridge | | | Excepted Category | | | Non-Parishioners | | | Total | | |
|-------------|--------------|-------|-------|--------------|-------|-------|-------------------|-------|-------|------------------|-------|-------|--------------|-------|-------|
| | Inhum-ations | Ashes | Total | Inhum-ations | Ashes | Total | Inhum-ations | Ashes | Total | Inhum-ations | Ashes | Total | Inhum-ations | Ashes | Total |
| 31-Mar-08 | 11 | 6 | 17 | 1 | 0 | 1 | 1 | 4 | 5 | 1 | 0 | 1 | 14 | 10 | 24 |
| 31-Mar-09 | 14 | 10 | 24 | 0 | 0 | 0 | 2 | 1 | 3 | 0 | 1 | 1 | 16 | 12 | 28 |
| 31-Mar-10 | 16 | 10 | 26 | 0 | 0 | 0 | 4 | 5 | 9 | 5 | 2 | 7 | 25 | 17 | 42 |
| 31-Mar-11 | 15 | 7 | 22 | 0 | 0 | 0 | 9 | 5 | 14 | 3 | 0 | 3 | 27 | 12 | 39 |
| 31-Mar-12 | 10 | 4 | 14 | 2 | 0 | 2 | 2 | 5 | 7 | 8 | 3 | 11 | 22 | 12 | 34 |
| 31-Mar-13 | 16 | 6 | 22 | 0 | 0 | 0 | 4 | 1 | 5 | 6 | 0 | 7 | 27 | 7 | 34 |
| 31-Mar-14 | 10 | 10 | 20 | 0 | 0 | 0 | 5 | 2 | 7 | 5 | 1 | 6 | 20 | 13 | 33 |
| 31-Mar-15 | 19 | 11 | 30 | 0 | 0 | 0 | 3 | 1 | 4 | 7 | 4 | 11 | 29 | 16 | 45 |
| 31-Mar-16 | 16 | 6 | 22 | 0 | 0 | 0 | 4 | 0 | 4 | 7 | 7 | 14 | 27 | 13 | 40 |
| 31-Mar-17 | 19 | 5 | 24 | 0 | 0 | 0 | 8 | 3 | 11 | 3 | 5 | 8 | 30 | 13 | 43 |
| 31-Mar-18 | 5 | 0 | 5 | 0 | 0 | 0 | 2 | 2 | 4 | 3 | 2 | 5 | 10 | 4 | 14 |

PLOTS SOLD

Quarter Ending

| Quarter Ending | Eash | Natural | N'gale | Total | Year End Total |
|----------------|------|---------|--------|-------|----------------|
| 30-Jun-12 | 1 | 2 | 3 | 6 | |
| 30-Sep-12 | 4 | 2 | 5 | 11 | |
| 31-Dec-12 | 3 | 0 | 3 | 6 | |
| 31-Mar-13 | 6 | 1 | 1 | 8 | 31 |
| 30-Jun-13 | 1 | 0 | 5 | 6 | |
| 30-Sep-13 | 3 | 0 | 4 | 7 | |
| 31-Dec-13 | 4 | 1 | 5 | 10 | |
| 31-Mar-14 | 4 | 0 | 1 | 5 | 28 |
| 30-Jun-14 | 4 | 0 | 6 | 10 | |
| 30-Sep-14 | 3 | 0 | 2 | 5 | |
| 31-Dec-14 | 1 | 1 | 2 | 4 | |
| 31-Mar-15 | 6 | 0 | 9 | 15 | 34 |
| 30-Jun-15 | 5 | 0 | 3 | 8 | |
| 30-Sep-15 | 4 | 1 | 0 | 5 | |
| 31-Dec-15 | 4 | 0 | 1 | 5 | |
| 31-Mar-16 | 2 | 0 | 1 | 3 | 21 |
| 30-Jun-16 | 4 | 3 | 0 | 7 | |
| 30-Sep-16 | 2 | 2 | 0 | 4 | |
| 31-Dec-16 | 6 | 2 | 2 | 10 | |
| 31-Mar-17 | 1 | 2 | 0 | 3 | 24 |
| 30-Jun-17 | 3 | 2 | 3 | 8 | |
| 30-Sep-17 | 1 | 1 | 1 | 3 | |
| 31-Dec-17 | 0 | 0 | 0 | 0 | |
| 31-Mar-18 | 0 | 0 | 0 | 0 | 11 |

GODALMING JOINT BURIAL COMMITTEE

Disclosure by a Member¹ of a disclosable pecuniary interest or a non-pecuniary interest in a matter under consideration at a meeting (S.31 (4) Localism Act 2011 and the Codes of Conduct adopted by Godalming Town Council & Busbridge Parish Council).

As required by the Localism Act 2011 and the adopted Codes of Conduct, **I HEREBY DISCLOSE**, for the information of the authority that I have [a disclosable pecuniary interest]² [a non-pecuniary interest]³ in the following matter:-

COMMITTEE:

DATE:

NAME OF COUNCILLOR: _____

Please use the form below to state in which agenda items you have an interest.

| Agenda No. | Subject | Disclosable Pecuniary Interest | Non-Pecuniary Interest | Reason |
|------------|---------|--------------------------------|------------------------|--------|
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |

Signed _____

Dated _____

¹ "Member" includes co-opted member, member of a committee, joint committee or sub-committee

² A disclosable pecuniary interest is defined by the Relevant Authorities (Disclosable Pecuniary Interests) regulations 2012/1464 and relate to employment, office, trade, profession or vocation, sponsorship, contracts, beneficial interests in land, licences to occupy land, corporate tenancies and securities

³ A non-pecuniary interest is defined by Section 5 (4) of the Godalming Members' Code of Conduct.