

## **GODALMING JOINT BURIAL COMMITTEE**

Tel: 01483 523575  
E-Mail: office@godalming-tc.gov.uk  
Website: www.godalming-tc.gov.uk

Municipal Buildings  
Bridge Street  
Godalming  
Surrey GU7 1HT

15 January 2021

I HEREBY SUMMON YOU to attend the **JOINT BURIAL COMMITTEE** meeting to be held via Zoom on THURSDAY, 21 JANUARY 2021 at 6.00pm.

Andy Jeffery  
Clerk to the Committee

**The meeting of the Joint Burial Committee of the Godalming Town Council will be held under the provisions of the Coronavirus Act 2020 and The Local Authorities and Police & Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020**

### **Join Zoom Meeting**

<https://us02web.zoom.us/j/81280336676?pwd=dEtuSkFFVmtESjFyMk1RTmpKbXcvQT09>

**Meeting ID: 812 8033 6676**

**Passcode: 728770**

Committee Members: Councillor Martin  
Councillor Neill  
Councillor Purvis – Vice Chair  
Councillor PS Rivers  
Councillor Steel – Chair  
Councillor Stubbs  
Councillor Bond (Busbridge Parish Council)  
Councillor Westwood (Busbridge Parish Council)

### **AGENDA**

1. **MINUTES**

The Chair to sign as a correct record the Minutes of the meeting held on 12 November 2020.

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. **PETITIONS/STATEMENTS/QUESTIONS FROM MEMBERS OF THE PUBLIC**

The Chair to invite members of the public to make representations, ask or answer questions and give evidence in respect of the business on the agenda or other matters not on the agenda. This forum to be conducted in accordance with Standing Order 5.

5. **QUESTIONS BY MEMBERS**

To consider any questions from Councillors in accordance with Standing Order 6.

6. 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 Chair should sign the schedule of accounts paid.

7. SIGNING OF BANK RECONCILIATIONS

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

8. BUDGET MONITORING

**Members to consider a budget monitoring report to 31 December 2020** (detailed report attached for the information of Members). Note that the variance is against the Revised Estimates agreed on 12 November 2020.

Cost Centre	Year to date Variance	Projected Variance @ Year End
	£	£
Administration & Overheads	995 u/s	NIL
Eashing Cemetery	24,953 u/s	23,500 u/s
Eashing Chapel	310 u/s	NIL
Eashing Lodge	4,519 u/s	NIL
Nightingale Cemetery	3,264 u/s	NIL
Nightingale Chapel	18 o/s	NIL
Nightingale Lodge	100 u/s	NIL
<b>TOTAL</b>	<b>34,122 u/s</b>	<b>23,500 u/s</b>

The monitoring report shows a current variance of £34,122 underspend against budget.

December saw a higher than expected number of burials (refer to Agenda Item 11), which has resulted in significant unbudgeted income.

9. RISK ASSESSMENT 2020/21

An area of the Annual Governance Statement requirements relates to Risk Assessment. The Committee is required to provide evidence of good governance through the performance of regular risk assessments.

**Members are asked to review the Risk Assessment and agree its contents (copy attached for the information of Members).**

**Members to note that in addition to the risk assessment reviewed above, this Committee also relies upon the Risk Assessments performed by Godalming Town Council.**

10. CEMETERY MAPPING & BURIAL RECORDS

**Recommendation: Members to resolve to approve the provision of a Cemetery Searcher system to provide an online virtual cemetery to assist in the searching and location of individual grave spaces at Nightingale and Eashing Cemeteries. The setup costs to be met from funds allocated for digitisation and mapping.**

As Members are aware, as part of a longer term project, both Nightingale and Eashing Cemeteries have been digitally mapped and the burial records are being uploaded into an RBS data system that, once completed, will link the digital maps and the burial records together. This process will provide detailed information and data to support a future faculty application to Guildford Diocese under *Section 25 of the Burial Act 1857 (as amended by section 2 of the Church of England (Miscellaneous Provisions) Measure 2014* to allow a long term sustainable future for Nightingale Cemetery (Min No 42-28 refers).

Whilst the aim of this project is to secure the long term sustainability and viability of Nightingale Cemetery, an aside benefit from the digital mapping and burial records data work is that, if Members are in agreement, it is possible to provide a virtual cemetery accessible via GTC website that will enable members of the public to interrogate the data to identify specific grave spaces. Useable by any person with a smart phone, the system provides the specific location within the cemetery for each burial plot along with the associated burial records. Additionally, as the Joint Burial Committee already holds, as part of its memorial safety process, digital photo records for all memorials in Eashing Cemetery it would also be possible to link the photo of a memorial to the associated plot. It is believed that the provision of such a system could save staff time in managing enquiries and assisting the public in finding specific graves.

Members can see an example of the system's potential by using this link [Chesham TC](#) and entering GR64 in the Grave Space search box.

In addition to providing a service to residents, an online mapping system via a smartphone will also make the process of identifying specific grave spaces in preparation for either a funeral or installation of a memorial more efficient.

The anticipated cost of setting up the system is £1,950 with an ongoing hosting cost of £150 per annum. Additionally every two to three years the system will require updating to include more recent burials, the cost of updates is shown in the report from the system providers attached for the information of Members. (Although Officers have reported the total cost of the system in open session, it is considered that the breakdown of the individual elements contained in the attached report should be treated as commercial-in-confidence). As per Min No 42-18, Members have provided a budget allocation for the digitisation works, which would cover the initial set-up costs, future ongoing hosting costs would be built into future budget requirements.

11. BURIAL STATISTICS

**Members to note the burial statistics for the period to 31 December 2021** (attached for the information of Members).

12. JBC ADMINISTRATION AND STAFFING RESOURCE

**Recommendation: Members to resolve to accept the increase in the Godalming Joint Burial Committee administration charge for 2021/2022 payable to Godalming Town Council from £29,680 to £39,755.**

Members will be aware that under Part VI S101,(1E)(5) of the Local Government Act 1972 the JBC is responsible for providing a burial service on behalf of its constituent parishes, this

provision includes the administrative and staffing resources to meet the requirements of the service provided.

Administrative and staffing resources for the functioning of the JBC are provided by Godalming Town Council (GTC). Remuneration for services provided to the JBC by GTC is made by way of an appropriate charge to the JBC accounts. The level of charge is periodically reviewed and whilst the last review in September 2018 recommended annual inflationary increases with a review in 2022, Officers consider that, due to recent changes in cemetery operations this review should be brought forward.

Members will note from the burial statistics report that the average rate of inhumation (burial of a body) over the previous 10 years has been 27 per annum. In April 2020, a new section of Eashing Cemetery was opened to support the AMA community, it is anticipated that going forward the inhumation rate will increase 47 per annum, which equates to a rise of 74%.

Members will appreciate such an increase requires GTC to provide additional administration and staffing resources. In considering the administrative and staffing support charge to be made against the JBC account, costs such as Non-Domestic Rates and office accommodation are a fairly fixed cost irrespective of the inhumation rate. As such, it is not proposed that the charge fee from GTC to the JBC should be exponential to the increased inhumation rate (this would see the charge increase from £29,680 to £51,643) However, adjustments for the necessary staffing resource have been made. This increases the charge to the JBC from £29,680 to £39,755 (+34%) (confidential report attached for the information of Members).

Whilst such an increase was not included within the 2021/22 budget forecast, it is anticipated that it will be covered by in year revenue.

13. COMMUNICATIONS ARISING FROM THIS MEETING

Members to identify which matters (if any), discussed at this meeting, are to be publicised.

14. DATE OF NEXT MEETING

The next meeting of the Godalming Joint Burial Committee is scheduled to take place via on Thursday, 8 April 2021 at 6.00pm at a venue to notified.

15. ANNOUNCEMENTS

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

TO: ALL MEMBERS OF THE GODALMING JOINT BURIAL COMMITTEE

## Detailed Income &amp; Expenditure by Phased Budget Heading 31/12/2020

Month No: 9

## Cost Centre Report

	Current Month Actual	Current Month Budget	Current Month Variance	Year To Date Actual	Year To Date Budget	Year To Date Variance	Total Annual Budget	Committed Expenditure	Funds Available	% Spent
<u>401 Administration &amp; Overheads</u>										
1001 Precept - Godalming TC	0	0	0	56,437	54,760	(1,677)	54,760			103.1%
1002 Precept - Busbridge PC	0	0	0	1,678	3,356	1,678	3,356			50.0%
1300 Interest	8	20	12	306	340	34	400			76.5%
Administration & Overheads :- Income	<b>8</b>	<b>20</b>	<b>12</b>	<b>58,421</b>	<b>58,456</b>	<b>35</b>	<b>58,516</b>			<b>99.8%</b>
4011 Staff Training	0	0	0	600	600	0	600	0	0	100.0%
4013 Other Staff Expenses	0	0	0	384	384	0	384	0	0	100.0%
4015 Grave Digging	0	0	0	80	80	0	80	0	0	100.0%
4102 Property Maintenance	0	0	0	0	0	0	500	500	0	0.0%
4164 Workshop Supplies	0	0	0	35	15	(20)	15	(20)	(20)	234.1%
4202 Car Allowances	0	40	40	25	360	335	500	475	475	5.0%
4204 Fuel Costs	0	25	25	416	311	(105)	386	(30)	(30)	107.7%
4205 Vehicle Maintenance	0	50	50	475	576	101	726	251	251	65.4%
4301 Equipment	585	750	165	11,608	11,946	338	14,196	2,588	2,588	81.8%
4308 General Office Expenses	0	0	0	1,245	37	(1,208)	37	(1,208)	(1,208)	3365.5%
4310 Administration Charge	0	0	0	29,680	29,680	0	29,680	0	0	100.0%
4311 Professional Fees - Legal	425	0	(425)	1,021	125	(896)	125	(896)	(896)	816.8%
4313 Professional Fees - Other	0	750	750	118	1,368	1,250	1,868	1,750	1,750	6.3%
4314 Audit Fees	0	0	0	150	800	650	800	650	650	18.8%
4315 Insurance	0	0	0	4,709	4,709	0	4,709	0	0	100.0%
4321 Bank Fees	11	25	14	211	240	29	315	104	104	66.9%
4326 Website	0	0	0	0	400	400	400	400	400	0.0%
4327 Publicity Advertising	0	95	95	760	855	95	1,150	390	390	66.1%

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Month No: 9

## Cost Centre Report

	Current Month Actual	Current Month Budget	Current Month Variance	Year To Date Actual	Year To Date Budget	Year To Date Variance	Total Annual Budget	Committed Expenditure	Funds Available	% Spent
4900 Miscellaneous	0	30	30	791	851	60	981		190	80.6%
Administration & Overheads :- Indirect Expenditure	<b>1,021</b>	<b>1,765</b>	<b>744</b>	<b>52,308</b>	<b>53,337</b>	<b>1,029</b>	<b>57,452</b>	<b>0</b>	<b>5,144</b>	<b>91.0%</b>
<b>Net Income over Expenditure</b>	<b>(1,013)</b>	<b>(1,745)</b>	<b>(732)</b>	<b>6,114</b>	<b>5,119</b>	<b>(995)</b>	<b>1,064</b>			
<u>411 Eashing - Cemetery</u>										
1100 Interment	875	733	(142)	17,625	17,866	241	20,000			88.1%
1101 Monument	100	183	83	1,340	1,647	307	2,200			60.9%
1102 Purchase of Grave Space	11,250	550	(10,700)	42,875	31,850	(11,025)	33,500			128.0%
1400 Miscellaneous	350	0	(350)	19,438	6,000	(13,438)	6,000			324.0%
Eashing - Cemetery :- Income	<b>12,575</b>	<b>1,466</b>	<b>(11,109)</b>	<b>81,278</b>	<b>57,363</b>	<b>(23,915)</b>	<b>61,700</b>			<b>131.7%</b>
4014 Sexton Duties	0	0	0	1,173	1,173	0	1,173		0	100.0%
4015 Grave Digging	0	0	0	7,785	7,435	(350)	7,435		(350)	104.7%
4102 Property Maintenance	0	0	0	46	46	0	46		0	99.5%
4111 Energy Costs	0	0	0	268	268	0	268		0	100.0%
4131 Rates	0	0	0	6,037	6,037	(0)	6,037		(0)	100.0%
4141 Water Service	7	10	3	57	65	8	95		38	60.1%
4162 Waste Removal	306	275	(31)	3,234	3,283	49	4,108		874	78.7%
4171 Grounds Maintenance	1,942	2,400	458	29,948	29,793	(155)	37,000		7,052	80.9%
4172 Memorial Inspection	0	165	165	0	1,485	1,485	2,000		2,000	0.0%
4301 Equipment	0	0	0	57	57	(0)	57		(0)	100.3%
Eashing - Cemetery :- Indirect Expenditure	<b>2,255</b>	<b>2,850</b>	<b>595</b>	<b>48,605</b>	<b>49,642</b>	<b>1,037</b>	<b>58,219</b>	<b>0</b>	<b>9,614</b>	<b>83.5%</b>
<b>Net Income over Expenditure</b>	<b>10,320</b>	<b>(1,384)</b>	<b>(11,704)</b>	<b>32,674</b>	<b>7,721</b>	<b>(24,953)</b>	<b>3,481</b>			

## Detailed Income &amp; Expenditure by Phased Budget Heading 31/12/2020

Month No: 9

## Cost Centre Report

	Current Month Actual	Current Month Budget	Current Month Variance	Year To Date Actual	Year To Date Budget	Year To Date Variance	Total Annual Budget	Committed Expenditure	Funds Available	% Spent
<u>413 Eashing - Chapel</u>										
1200 Rent	0	0	0	70	70	0	70			100.0%
Eashing - Chapel :- Income	<u>0</u>	<u>0</u>	<u>0</u>	<u>70</u>	<u>70</u>	<u>0</u>	<u>70</u>			<u>100.0%</u>
4102 Property Maintenance	0	100	100	874	1,100	226	1,400		526	62.4%
4103 Maintenance Contracts	0	0	0	1,044	926	(118)	1,000		(44)	104.4%
4111 Energy Costs	0	100	100	159	360	201	660		501	24.1%
4162 Waste Removal	0	0	0	155	155	1	155		1	99.7%
Eashing - Chapel :- Indirect Expenditure	<u>0</u>	<u>200</u>	<u>200</u>	<u>2,231</u>	<u>2,541</u>	<u>310</u>	<u>3,215</u>	<u>0</u>	<u>984</u>	<u>69.4%</u>
<b>Net Income over Expenditure</b>	<u>0</u>	<u>(200)</u>	<u>(200)</u>	<u>(2,161)</u>	<u>(2,471)</u>	<u>(310)</u>	<u>(3,145)</u>			
<u>415 Eashing - Lodge</u>										
1200 Rent	1,350	1,350	0	12,150	12,150	0	16,200			75.0%
Eashing - Lodge :- Income	<u>1,350</u>	<u>1,350</u>	<u>0</u>	<u>12,150</u>	<u>12,150</u>	<u>0</u>	<u>16,200</u>			<u>75.0%</u>
4102 Property Maintenance	0	125	125	156	4,675	4,519	4,800		4,644	3.2%
4103 Maintenance Contracts	0	0	0	0	0	0	100		100	0.0%
4301 Equipment	0	0	0	775	775	0	775		0	100.0%
Eashing - Lodge :- Indirect Expenditure	<u>0</u>	<u>125</u>	<u>125</u>	<u>931</u>	<u>5,450</u>	<u>4,519</u>	<u>5,675</u>	<u>0</u>	<u>4,744</u>	<u>16.4%</u>
<b>Net Income over Expenditure</b>	<u>1,350</u>	<u>1,225</u>	<u>(125)</u>	<u>11,219</u>	<u>6,700</u>	<u>(4,519)</u>	<u>10,525</u>			

## Detailed Income &amp; Expenditure by Phased Budget Heading 31/12/2020

Month No: 9

## Cost Centre Report

	Current Month Actual	Current Month Budget	Current Month Variance	Year To Date Actual	Year To Date Budget	Year To Date Variance	Total Annual Budget	Committed Expenditure	Funds Available	% Spent
<u>421</u> <u>Nightingale - Cemetery</u>										
1100 Interment	0	0	0	950	950	0	950			100.0%
1101 Monument	0	0	0	450	450	0	450			100.0%
1102 Purchase of Grave Space	0	0	0	3,300	3,300	0	3,300			100.0%
Nightingale - Cemetery :- Income	<b>0</b>	<b>0</b>	<b>0</b>	<b>4,700</b>	<b>4,700</b>	<b>0</b>	<b>4,700</b>			<b>100.0%</b>
4103 Maintenance Contracts	0	0	0	700	700	0	700	0	0	100.0%
4131 Rates	0	0	0	291	291	0	291	0	0	99.8%
4141 Water Service	12	15	3	105	113	8	158	53	53	66.2%
4171 Grounds Maintenance	819	950	131	5,295	8,550	3,255	11,600	6,305	6,305	45.6%
Nightingale - Cemetery :- Indirect Expenditure	<b>830</b>	<b>965</b>	<b>135</b>	<b>6,390</b>	<b>9,654</b>	<b>3,264</b>	<b>12,749</b>	<b>0</b>	<b>6,359</b>	<b>50.1%</b>
<b>Net Income over Expenditure</b>	<b>(830)</b>	<b>(965)</b>	<b>(135)</b>	<b>(1,690)</b>	<b>(4,954)</b>	<b>(3,264)</b>	<b>(8,049)</b>			
<u>423</u> <u>Nightingale - Chapel</u>										
4102 Property Maintenance	0	100	100	0	100	100	220	220	220	0.0%
4103 Maintenance Contracts	0	0	0	778	660	(118)	660	(118)	(118)	117.9%
Nightingale - Chapel :- Indirect Expenditure	<b>0</b>	<b>100</b>	<b>100</b>	<b>778</b>	<b>760</b>	<b>(18)</b>	<b>880</b>	<b>0</b>	<b>102</b>	<b>88.4%</b>
<b>Net Expenditure</b>	<b>0</b>	<b>(100)</b>	<b>(100)</b>	<b>(778)</b>	<b>(760)</b>	<b>18</b>	<b>(880)</b>			
<u>425</u> <u>Nightingale - Lodge</u>										
1200 Rent	1,050	1,050	0	9,450	9,450	0	12,600			75.0%
Nightingale - Lodge :- Income	<b>1,050</b>	<b>1,050</b>	<b>0</b>	<b>9,450</b>	<b>9,450</b>	<b>0</b>	<b>12,600</b>			<b>75.0%</b>



## Detailed Income &amp; Expenditure by Phased Budget Heading 31/12/2020

Month No: 9

## Cost Centre Report

	Current Month Actual	Current Month Budget	Current Month Variance	Year To Date Actual	Year To Date Budget	Year To Date Variance	Total Annual Budget	Committed Expenditure	Funds Available	% Spent
4102 Property Maintenance	0	0	0	325	325	(0)	325		(0)	100.0%
4103 Maintenance Contracts	0	50	50	0	100	100	250		250	0.0%
4161 Cleaning	0	0	0	40	40	0	40		0	100.0%
Nightingale - Lodge :- Indirect Expenditure	<u>0</u>	<u>50</u>	<u>50</u>	<u>365</u>	<u>465</u>	<u>100</u>	<u>615</u>	<u>0</u>	<u>250</u>	<u>59.4%</u>
<b>Net Income over Expenditure</b>	<u>1,050</u>	<u>1,000</u>	<u>(50)</u>	<u>9,085</u>	<u>8,985</u>	<u>(100)</u>	<u>11,985</u>			
Grand Totals:- Income	14,983	3,886	(11,097)	166,069	142,189	(23,880)	153,786			108.0%
Expenditure	4,106	6,055	1,949	111,607	121,849	10,242	138,805	0	27,198	80.4%
<b>Net Income over Expenditure</b>	<u>10,877</u>	<u>(2,169)</u>	<u>(13,046)</u>	<u>54,462</u>	<u>20,340</u>	<u>(34,122)</u>	<u>14,981</u>			
<b>Movement to/(from) Gen Reserve</b>	<u>10,877</u>			<u>54,462</u>						

## FINANCIAL RISK ASSESSMENT FOR GODALMING JOINT BURIAL COMMITTEE FOR THE YEAR ENDED 31 MARCH 2021

Risk (What could happen)	Impact	Likely	Control Measure	Status Who/When
<b>PRECEPT</b>				
Precept not set	H	L	Budget setting process is diarised to align with relevant Committee meetings.	RFO/Town Clerk
Precept not paid	M	L	Regular budget monitoring of actual against budget would pick up significant variances.	RFO
Adequacy of precept	M	L	Regular budget monitoring of actual against budget would pick up significant variances.	RFO
<b>CEMETERY CHARGES</b>				
Invoices not raised	H	L	Cemetery Manager raises invoices when paperwork received. RFO performs quarterly audit to ensure all Deeds of Grants and Burial Records have invoice associated with them.	Cemetery Manager/ RFO
Grave not allocated or duplicate grave number allocated	H	L	Cemetery Manager allocates grave number when paperwork received. All allocated grave numbers are recorded in both Plot Register and Register of Purchased Graves. Cemetery Manager checks both registers before allocating new grave number. The Support Services Executive writes up Deeds of Grants and checks a grave number has been allocated.	Cemetery Manager
Invoices not paid	M	L	Burials are not performed until payment is confirmed. Deeds are not issued until payment is confirmed. RFO performs monthly credit control and follows up on unpaid invoices.	Cemetery Manager/ RFO

Risk (What could happen)	Impact	Likely	Control Measure	Status Who/When
<b>EXPENDITURE</b>				
Goods/Services not supplied to JBC	M	L	Cemetery Manager signs off all invoices to confirm good/service has been received. RFO does not pay invoice without such signature.	Cemetery Manager/ RFO
Invoice incorrectly calculated	L	L	RFO checks accuracy as inputted into financial system.	RFO
Payment made for wrong amount	M	M	JBC pays suppliers via cheque which are written up by the RFO. Cheque signing members are required to check that the amount of cheque matches the invoice and sign both the cheque stub and invoice as evidence of this check.	RFO/Members
Payment made to wrong party	M	M	JBC pays suppliers via cheque which are written up by the RFO. Cheque signing members are required to check the payee matches the invoice and sign both the cheque stub and invoice as evidence of this check	RFO/Members
<b>VAT</b>				
VAT return not completed	H	L	JBC has signed up for email alerts from HMRC reminding RFO it's time to complete return	RFO
Incorrect VAT charged on sales	H	L	All sales made by JBC are VAT exempt, reducing likelihood of error being made. RFO checks invoices raised by Cemetery Manager as inputting into financial system.	RFO

Risk (What could happen)	Impact	Likely	Control Measure	Status Who/When
<b>RESERVES</b>				
Inadequate levels of reserves are kept	M	L	The adequacy of reserves are considered both at budget setting time, and whenever significant projects are being considered.	RFO
Earmarked Reserves are used unlawfully	H	L	All payments to be funded by Earmarked Reserves must be authorised by the Committee and the Minute reference noted within the financial system and/or on the invoice.	RFO/Town Clerk
<b>ASSETS</b>				
Assets are lost or damaged	M	H	Regular inspections performed by Cemetery Manager. Insurance is reviewed annually to ensure adequate to protect against loss and/or damage.	Cemetery Manager/ RFO
Risk or damage to third party property or individuals	H	M	Public Liability Insurance held and reviewed annually for adequacy.	RFO

**GODALMING JOINT BURIAL COMMITTEE**  
**Final Statistics as at 31 March 2020 and Current Year Statistics to 31 December 2020**

**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-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	2	0	2	0	0	0	1	0	1	2	2	4	5	2	7
31-Mar-18	0	0	0	0	0	0	1	0	1	2	1	3	3	1	4
30-Jun-18	1	3	4	0	0	0	2	1	3	2	0	2	5	4	9
30-Sep-18	5	3	8	0	0	0	0	0	0	1	0	1	6	3	9
31-Dec-18	4	2	6	0	0	0	1	2	3	1	2	3	6	6	12
31-Mar-19	4	0	4	0	0	0	2	2	4	0	0	0	6	2	8
30-Jun-19	3	1	4	0	0	0	1	1	2	0	1	1	4	3	7
30-Sep-19	0	2	2	0	0	0	0	1	1	3	0	3	3	3	6
31-Dec-19	1	0	1	0	0	0	0	1	1	1	0	1	2	1	3
31-Mar-20	1	2	3	0	0	0	3	0	3	2	0	2	6	2	8
30-Jun-20	4	0	4	0	0	0	1	0	1	13	0	13	18	0	18
30-Sep-20	3	1	4	0	0	0	1	0	1	6	1	7	10	2	12
31-Dec-20	2	0	2	0	0	0	1	2	3	11	0	11	14	2	16
31-Mar-21			0			0			0			0			0
			0			0			0			0			0

**(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-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	1	0	1	0	0	0	0	0	0	0	1	1	1	1	2
31-Mar-18	1	0	1	0	0	0	0	0	0	0	0	0	1	0	1
30-Jun-18	2	1	3	0	0	0	0	0	0	0	0	0	2	1	3
30-Sep-18	2	1	3	0	0	0	0	0	0	0	0	0	2	1	3
31-Dec-18	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
31-Mar-19	1	0	1	0	0	0	0	0	0	0	0	0	1	0	1
30-Jun-19	3	1	4	0	0	0	0	0	0	0	0	0	3	1	4
30-Sep-19	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
31-Dec-19	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
31-Mar-20	1	1	2	0	0	0	0	0	0	0	0	0	1	1	2
30-Jun-20	0	1	1	0	0	0	0	0	0	0	0	0	0	1	1
30-Sep-20	0	2	2	0	0	0	0	1	1	0	0	0	0	3	3
31-Dec-20			0			0			0			0			0
31-Mar-21			0			0			0			0			0

**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-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	9	0	9	0	0	0	4	2	6	7	6	13	20	8	28
31-Mar-19	19	10	29	0	0	0	5	5	10	4	2	6	28	17	45
31-Mar-20	9	7	16	0	0	0	4	3	7	6	1	7	19	11	30
31-Mar-21	9	4	13	0	0	0	3	3	6	30	1	31	42	8	50

**PLOTS SOLD**

Quarter Ending

Quarter Ending	Eash	Natural	N'gale	AMA	Total	Year End Total
2012/13	14	5	12		31	31
2013/14	12	1	15		28	28
2014/15	14	1	19		34	34
2015/16	15	1	5		21	34
2016/17	13	9	2		24	24
2017/18	11	8	6		25	25
2018/19	24	1	4		29	29
30-Jun-19	2	2	3		7	
30-Sep-19	3	0	1		4	
31-Dec-19	4	0	1		5	
31-Mar-20	3	0	4		7	23
30-Jun-20	2	0	1	11	14	
30-Sep-20	9	2	1	7	19	
31-Dec-20	3	0	1	11	15	
31-Mar-21					0	48

## GODALMING JOINT BURIAL COMMITTEE

Disclosure by a Member<sup>1</sup> 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]<sup>2</sup> [a non-pecuniary interest]<sup>3</sup> 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** \_\_\_\_\_

<sup>1</sup> "Member" includes co-opted member, member of a committee, joint committee or sub-committee

<sup>2</sup> 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

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