

BICESTER TOWN COUNCIL



ENVIRONMENT COMMITTEE MEETING

Ref: ENV05/1819

TUESDAY 5th February
at
7.00 pm

THE GARTH, LAUNTON ROAD, BICESTER

Circulation:

Town Mayor: Councillor Sean Gaul

Committee Members

Cllr Sean Gaul – Chairman
Cllr Jason Slaymaker – Vice Chair
Cllr David Magee
Cllr Richard Mould
Cllr Debbie Pickford
Cllr Lynn Pratt
Cllr Przemek Rybka
Cllr Les Sibley
Cllr Lawrie Stratford
Cllr Rose Stratford

Substitute Committee Members

Cllr David Anderson
Cllr Nick Cotter
Cllr Melanie Magee
Cllr Nick Mawer
Cllr Dan Sames

Cllr Tom Wallis – CDC
Cllr John Broad - CDC
Cllr Lucinda Wing - CDC
Bicester Advertiser
Bicester Library
Bicester Review
Oxford Mail
BTC Copy



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Wednesday 30th January 2019

Sir/Madam

To all Members of the Environment Committee

You are hereby summoned to attend a meeting of the Environment Committee to be held on **Tuesday 5th February 2019 at The Garth, Launton Road, Bicester OX26 6PS** to commence at **7.00pm** for the transaction of the following business.

Samantha Shippen
Chief Officer

Members of the public and press are welcome to attend in accordance with the Public Bodies (Admission to meetings) Act 1960.

Copy Attached	Agenda item No	AGENDA
✓	1	APOLOGIES FOR ABSENCE
	2	DECLARATIONS OF INTEREST Councillors are reminded to declare any interests on any item on this agenda in accordance with Bicester Town Council's Code of Conduct.
	3	MINUTES OF ENVIRONMENT COMMITTEE To confirm the minutes and RESOLUTIONS of the following Environment Committee meeting: ENV04/1819 4th December 2018
	4	PUBLIC SESSION In accordance with Standing Orders 1 d-f, members of the public may make representations, ask questions and give evidence in respect of any item of business included in the agenda. Time allocated shall not exceed 10 minutes. No member of the public shall speak for more than 2 minutes.

Copy Attached	Agenda item No	AGENDA
✓	5	MINUTES OF EVENTS WORKING PARTY Councillors to confirm the minutes and RECOMMENDATIONS of the Events Working Party: BE05/1819 29th January 2019
✓	6	GARTH PARK SUMMER BEDDING & SUSTAINABLE PLANTING Committee is asked to consider the attached report.
✓	7	2019/20 FEES and CHARGES Committee is asked to consider the attached report.
✓	8	SUNDERLAND DRIVE REFURBISHMENT Committee is asked to consider the attached report.
✓	9	BEE HIVE INSTALLATIONS Committee is asked to consider the attached report.
✓	10	ALLOTMENTS WORKING PARTY Committee is asked to confirm the notes of the Allotments Working Party held on Thursday 1 st November 2018.
✓	11	FORWARD PLAN Committee is asked to review and comment on the forward plan. DATE OF NEXT MEETING: Monday 25th March 2019 at 7.00pm CLOSE OF MEETING

Minutes of a meeting of the Bicester Town Council Environment Committee held on **Tuesday 4th December 2018** at **The Garth, Launton Road, Bicester OX26 6PS** at **7.00pm** for the transaction of the following business.

Present:

Cllr Richard Mould – Chairman
 Cllr David McGee
 Cllr Debbie Pickford
 Cllr Lynn Pratt
 Cllr Les Sibley

In attendance:

Chris Johnson – Operations Manager
 Samantha Shippen – Chief Officer
 Jane Beedell - Administrator

Minute No.	Agenda No.	
<i>In the absence of the Chairman and Vice Chairman the Committee appointed Cllr Richard Mould as Chairman for the meeting. Councillor Mould took the chair.</i>		
280/1819	1	APOLOGIES FOR ABSENCE RESOLVED that apologies where received from Cllr Sean Gaul, Cllr Przemek Rybka, Cllr Jason Slaymaker, Cllr Lawrie Stratford, and Cllr Rose Stratford.
281/1819	2	DECLARATIONS OF INTEREST No declarations of interest were received.
282/1819	3	MINUTES OF THE ENVIRONMENT COMMITTEE Councillors thanked the Operations Manager for placing benches in Villiers Road and Hunt Close. RESOLVED to confirm the minutes of the following Environment Committee meeting held on: ENV03/1819 Monday 8th October 2018
283/1819	4	PUBLIC SESSION There were no members of the public in attendance.
284/1819	5	MINUTES OF THE EVENTS WORKING PARTY RESOLVED to confirm the minutes and RECOMMENDATIONS of the Events Working Party: BE03/1819 Thursday 4th October 2018 and BE04/18/19 Tuesday 22nd November

Minute No.	Agenda No.	
285/1819	6	BUDGET 2019/20 Officers confirmed the draft budget included enough funds for the South West Sports Village, an increase of £10,000 for Play Areas and a reduction in the income targets for Events, although financial support will still be sought. The Christmas Lights contract with Cherwell District Council expires at the end of the year. The Operations Manager was asked to contact Cherwell District Council to open discussions. RESOLVED to present draft budget to the next Finance Committee meeting.
286/1819	7	TOWN BENCHES RESOLVED to AGREE the RECOMMENDATIONS to: • Note the installation of the five benches. • Members are to contact Officers with potential areas for further bench provision where required.
287/1819	8	TRANSFER OF LAND – 22 MARTIN CLOSE, LANGFORD VILLAGE The site was inspected with a committee member and officers present. RESOLVED to AGREE the RECOMMENDATIONS: • The area is not handed over to resident. • The resident removes the playhouse structure from any BTC-owned land. • The additional ditch clearance works were approved. • The additional tree works are approved and completed. • The contractual works are monitored regularly and kept within specification going forward.
288/1819	9	PLAY AREA REFURBISHMENT – SUNDERLAND DRIVE RESOLVED to: • DEFER the decision to the next meeting. • AGREE the fence painting refurbishment works start at a suitable time. This will work to coincide with the appointed contractors and weather conditions.
289/1819	10	ALLOTMENT INSPECTION POLICY RESOLVED to AGREE the amended inspection policy, with the addition of the Bicester Town Council Ward Members being invited on inspections, and implement immediately.
290/1819	11	THAMES AND CHILTERN BLOOM ENTRY RESOLVED to support this in principal including a budget of up to £7,000 to enhance and assist in partnership CDCs entry to the national competition.

Minute No.	Agenda No.	
292/1819	12	FORWARD PLAN RESOLVED to: • ADD Christmas Lights contract review. • ADD 2019/20 Fees and charges. • REMOVE Transfer of Land – 22 Martin Close.
293/1819	13	DATE OF NEXT MEETING: Tuesday 5 February 2019 CLOSE OF MEETING: 8pm

Minutes of a meeting of the **Bicester Town Council Events Working Party** held on **Tuesday 29th January at 10.00hrs** at The Garth, Launton Road, Bicester.

Present:

Cllr Jason Slaymaker - Chairman
Cllr Richard Mould
Cllr Lynn Pratt
Cllr Rose Stratford

In Attendance:

Chris Johnson – Operations Manager
Jane Beedell – Administration Officer
Nicola Riley – Cherwell District Council
Nicki Stevenson - OYAP

1 APOLOGIES FOR ABSENCE

No apologies were received.

2 MINUTES

Members confirmed the Minutes of the meeting held on 20th November 2018.
BE04/1819

3 MARKET UPDATE

No update.

4 BICESTER FESTIVAL

Branding company have been engaged.

Cinema night and concert confirmed for the Friday and Saturday (20th and 21st September) with a big build and barbecue potentially on the Sunday 22nd September.

Based on feedback from the inaugural event the intention is to provide activities in focussed areas and to provide greater publicity for the event schedule.

It was **AGREED** that Garth Park was the most suitable venue for the cinema night and concert and that Officers will provide Cherwell District Council with indicative costings for hosting a concert, including the hire of a stage which includes all operational costs but excludes staff costs which needs consideration by Cherwell District Council.

5 CHRISTMAS LIGHTS REVIEW

Overview / Budget

Members agreed that the event was a success and felt the budget overspend was justifiable based on the quality of what was provided. They thanked the Officers for a well-managed event.

Lantern Parade

OYAP will be changing the plan for the project this year with teacher workshops rather than an artist running them in school to broaden involvement. There will also

be music workshops to create a band for the parade. The on-the-day lantern workshop will be repeated due to its success in 2018.

Members requested that the minutes from this meeting be added as an item for the Environment Committee on 5 February 2019.

6 SUMMER EVENTS 2019

Carnival

It was **AGREED** that the concert was not as well attended as expected and therefore proposed to provide a "headline" act earlier in the day which could also be used to promote the event.

Party in the Garth

Bicester Round Table have indicated they would like to run this event again. Officers are waiting for application form to be submitted.

Bicester Activity Day

It was **AGREED** that the theme should be changed to Super Heroes which also coincides with OYAP's theme for that term.

Tribute Band / 80s

Members asked Officers to make the decision on which acts to engage.

Christmas Lights

Officers will be meeting with Cherwell District Council to discuss the Christmas Lights provision including Market Square.

Residents Parking during Town Centre Road Closures

Since Cherwell District Council is responsible for the town centre they have advised that no vehicles should be allowed during a road closure, except event vehicles. Free car park passes will be provided to those impacted.

RECOMMENDED that Committee **AGREE** to:

- Reduce event entrance costs to £10 for adults, £5 for under 16s (£3 and £2 respectively for the Town Carnival)
- Change theme for Bicester Activity Day for Teddy Bear's Picnic to Super Heroes
- Extend Garth Park concert finish time by thirty minutes to 10.30pm

7 BICESTER EVENTS SHARED PLANNER

Initiative started by Town Centre group to address how to keep people informed on what is happening in their town. Members raised concern on potential administrative overhead on submitted events but **AGREED** in principle that the Town Council website would be the best place to publish this information.

8 FORWARD PLAN

RECOMMENDED that Committee **AGREED** to:

- **REMOVE** Christmas Lights Review
- **ADD** Christmas Lighting Provision
- **REPLACE** 2019 Events Draft with 2019 Events as an ongoing item
- **CHANGE** Bicester Festival to an ongoing item

9 DATE OF NEXT MEETING:

Tuesday 26th March at 10am in the Council Chamber

CLOSE OF MEETING: 11.20am

DRAFT

ENVIRONMENT COMMITTEE MEETING

TUESDAY 5TH FEBRUARY 2019

GARTH PARK - SUMMER BEDDING AND ADDITIONAL SUSTAINABLE PLANTING

Committee Chairman: Cllr Mr. S Gaul

Contact Officer: Chris Johnson – Operations Manager
01869 252915 chris.johnson@bicester.gov.uk

Ward Affected: Town

1. BACKGROUND INFORMATION:

- 1.1 Officers have now produced a bedding scheme for 2019 to acknowledge the DEM's freedom of the Town and the CDC inclusion in the National Britain in Bloom competition.
- 1.2 The Britain in Bloom colour scheme will consist of the following colour scheme:
 - Light Pink
 - Dark Pink
 - Yellow
 - Purple (to enhance the lighter colours)
- 1.3 The DEM's acknowledgement will be displayed in three colours (gold, silver and purple/plum) within the Bell Tower.
- 1.4 Local plant expert Graham Philpott has provided support via a scheme to tastefully acknowledge these initiatives/events.
- 1.5 The plants will be of a high quality and are selectively chosen to enhance our bedding areas.
- 1.6 All plants will be installed by the BTC maintenance team in the following areas:
 - Welcome Bed
 - Bell Tower Bed
 - Front Door Bed
 - Pioneer Bed
 - Raised Bed to the rear of Garth House
- 1.7 Additional sustainable planting will be added to the 5 x bedding areas around the bandstand area. The colour theme will be yellow, white and purple.
- 1.8 The additional sustainable planting will be added to provide additional brighter colours and fill gaps from dead material.
- 1.9 Installation will be taking place around the end of May 2019.

2. FINANCIAL INFORMATION:

The scheme falls within the budgets set for the annual bedding schemes.

Horticultural Supplies 401 4046

3. RECOMMENDATION:

To agree the scheme detailed in this report.

ENVIRONMENT COMMITTEE MEETING

TUESDAY 5TH FEBRUARY 2019

2019/20 FEES AND CHARGES

Committee Chairman: Cllr Mr. S Gaul

Contact Officer: Chris Johnson – Operations Manager
01869 252915 chris.johnson@bicester.gov.uk

Ward Affected: All

BACKGROUND:

It is a Bicester Town Council policy that all fees and charges are reviewed annually referring to the following areas:

- Football pitches
- Allotments
- Maintenance
- Room hire
- Cemetery

SUPPORTING DOCUMENTATION:

Fees and Charges Sheet

FINANCIAL IMPLICATIONS:

See Fees and Charges Sheet

RECOMMENDATIONS:

- 1. *No increase for the 2019/20 financial year. The Environment Committee approves the recommended fees and charges, to be reported back to the Finance Committee and recommended to the Policy Committee for approval.***
- 2. *All fees and charges to be reviewed annually.***

Sports Pitches

Description	Current Cost (prices Ex VAT)	Start Date
Adult Pitch Only	£37.50	1 st August 2019
Adult Pitch & Pavilion	£42.50	1 st August 2019
Junior Pitch Only	£27.50	1 st August 2019
Junior Pitch & Pavilion	£30.50	1 st August 2019
Intermediate Pitch Only	£19.50	1 st August 2019
Intermediate Pitch & Pavilion	£22.50	1 st August 2019
Mini Pitch Only	£16.50	1 st August 2019
Mini Pitch & Pavilion	£19.50	1 st August 2019
Pavilion Only – Charity Organisation	£15.00 per hour	1 st August 2019
Pavilion Only – Commercial Organisation	£25.00 per hour	1 st August 2019

Open Spaces

Description	Cost (prices Ex VAT)
Hire of Open Spaces Non-Working Day	Min Charge £100.00
Hire of Open Spaces Working Day	Min Charge £200.00

* Operations Manager given the flexibility to control charges for larger bookings over longer periods and regular bookings.

Allotments

Description	Cost (Per Year)
Plot Range	Small (4m x 10m) £20.00 Standard (5m x 12m) £30.00 Large (6m x 14m) £40.00
Rotivating Plots	£25.00 per hour and per employee. Excludes materials and specialist hire tools.

External Maintenance Works

Description	Cost (prices Ex VAT)
External Maintenance Duties	£25.00 per hour and per employee. Excludes materials and specialist hire tools.

Garth Park Room Hire

Description	Cost
Chamber Hire Only <i>Partners / Charities</i>	£20.00 per hour
Members Room Only <i>Partners / Charities</i>	£10.00 per hour
Chamber Hire Only <i>Commercial</i>	£30.00 per hour
Members Room Only <i>Commercial</i>	£15.00 per hour
Chamber Hire Only <i>Voluntary</i>	+£5.00 per booking (max 3 hours and ex- weekends)
Members Room Only <i>Voluntary</i>	+£5.00 per booking (max 3 hours and ex- weekends)
Refreshments – Tea / Coffee and biscuits	£2.00 +VAT
Projector and Screen	£5.00 +VAT Per Hour

Cemetery Fees

	Existing Fees and Charges	Recommended Fees and Charges (10% increase)
Interments – full bodies and ashes:		
Under one month (including stillborn)	Free	Free
One month – 12 years	£55	£60.50
Single 4'6"	£77	£84.70
Double 6'6"		
Treble		
Reopen	£77	£84.70
Exclusive Right of Burial – 99 year lease of plot and its maintenance	A standard fee of £275 per plot	A standard fee of £285 per plot
Monuments and Monumental Inscriptions: • Headstones, flatstones, base for headstone (including vase provision, under 3ft high) • Monument for Cremated Remains • Cases on graves – permanent or moveable • Additional inscription	A standard fee of £99 for any item in this section	A standard fee of £109 for any item in this section
General: • Transfer or replacement of deed of grant • Searching register of burials	£22	£24.20
Weekend Burials: Weekend burials available upon request.	Normal Rate – As per standard fees plus £165.00 for unsociable hours.	Normal Rate – As per standard fees plus £181.50 for unsociable hours.
Bank Holiday Burials: Bank Holiday burials available upon request.	Normal Rate – As per standard fees plus £220.00 for unsociable hours	Normal Rate – As per standard fees plus £242.00 for unsociable hours

ENVIRONMENT COMMITTEE MEETING

TUESDAY 5TH FEBRUARY 2019

PLAY AREA REFURBISHMENT – SUNDERLAND DRIVE

Committee Chairman: Cllr Mr. S Gaul

Contact Officer: Chris Johnson – Operations Manager
01869 252915 chris.johnson@bicester.gov.uk

Ward Affected: East

1. BACKGROUND INFORMATION:

1.1. Following a site visit on Thursday 29th June 2017, a clear picture of what provision is offered in each ward across the Town and what needs to be achieved over a period to address some of the issues the play areas currently experiencing.

1.2. Summary of the completed play area refurbishments:

3 areas requiring urgent refurbishment (paint and equipment)

- Launton Meadows – Completed
- Villiers Road – Completed
- Kestrel Way – Completed

5 areas requiring urgent refurbishment (paint only)

- Bryony Road – Completed
- George Street – Completed
- Meredith Close – Completed
- Kings Meadow – Completed
- Merganser Drive – Completed

1.3. The remaining play area requiring refurbishment as part of the 1-2 year section of the improvement programme is **Sunderland Drive**.

1.4. The following play areas are listed for review as part of the 2-3 year section of the improvement programme:

- Keble Road
- Purslane Drive
- Oxlip Leys
- Cranesbills Drive
- Lilly Close
- Saffron Close
- Market End Way
- Chaffinch Road
- Woodpecker Close
- Dunlin Court

- 1.5. A number of play areas have been identified for a change of use, which includes Banbury Road.
- 1.6. Those play areas which have the possibility for a change of use will have their own individual reinstatement costs due to the level of works required on an individual basis.
- 1.7. At the Environment Committee held on 8th October it was recommended and approved to refurbish Sunderland Drive with a guide budget of £30,000.00.
- 1.8. Closing date for all tender applications was 9th November 2018.

2. FINANCIAL INFORMATION:

2.1 The following quotations have been submitted as part of the tender for the refurbishment of the particular play area:

SUPPLIER	COST (Ex VAT)
A	£29,664.00
B	£28,500.00
C	£29,856.00
D	£35,450.93
E	£30,000.00
F	£30,000.00
G	£29,996.02
H	£30,000.00

2.2 The cost to refurbish the surrounding metal fence in black £1514.00 - **Approved**
ENV04 18/19

2.3 Budget - EMR 1900 9011 Play Areas (£161,765.00 Remaining)

3. SUPPORTING DOCUMENTATION:

3.1 Plans/layouts from all tender applications will be on display at the meeting.

4. RECOMMENDATION:

4.1 To carefully select a scheme within budget, which will be suitable for the area and include/negotiate a zip wire as part of refurbishment.

ENVIRONMENT COMMITTEE MEETING

TUESDAY 5TH FEBRUARY 2019

PLAY AREA REFURBISHMENT – SUNDERLAND DRIVE

Committee Chairman: Cllr Mr. S Gaul

Contact Officer: Chris Johnson – Operations Manager
01869 252915 chris.johnson@bicester.gov.uk

Ward Affected: East

1. BACKGROUND INFORMATION:

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ENV04 18/19

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3. SUPPORTING DOCUMENTATION:

3.1 Plans/layouts from all tender applications will be on display at the meeting.

4. RECOMMENDATION:

4.1 To carefully select a scheme within budget, which will be suitable for the area and include/negotiate a zip wire as part of refurbishment.

ENVIRONMENT COMMITTEE MEETING

TUESDAY 5TH FEBRUARY 2019

BEE HIVE INSTALLATIONS – LANGFORD VILLAGE ORCHARD

Committee Chairman: Cllr Mr. S Gaul

Contact Officer: Chris Johnson – Operations Manager
01869 252915 chris.johnson@bicester.gov.uk

Ward Affected: South

1. BACKGROUND INFORMATION:

- 1.1. Langford Village Orchard Group have approached Bicester Town Council for permission to install two 'Top Bar Bee Hives' in a secluded part of the Orchard.
- 1.2 Britain's bees are in trouble. 35 UK bees species are under threat of extinction, and all species face serious threats. Right now, they need us almost as much as we need them. The decline in bees' diversity and abundance would have a serious impact on how our natural world functions.
- 1.3 Location in the Orchard has diverse foliage for bees to pollinate.
- 1.4 Top bar hives are not the standard square box design used for high yield production. This design are more bee friendly used for practical, balanced natural bee keeping method with a low to zero harvest.
- 1.5 The best installation time is March.
- 1.6 A hive can last between 5 and 10 years.
- 1.7 The units are pegged to the ground and have lockable lids.
- 1.8 The units will be managed by a local resident who is a member of the British Bee Keeping Association with the appropriate training required.
- 1.9 It is anticipated that the suggested location is sufficient to keep members of the public away from the units.

2. FINANCIAL INFORMATION:

- 2.1 Top Bar Unit - £250.00 (per unit)

3. SUPPORTING DOCUMENTATION:

- 3.1 Plans/layout for suggested location of the two unit (image 1)
- 3.2 Example image of the Top Bar Bee Hives (image 2)

4. RECOMMENDATION:

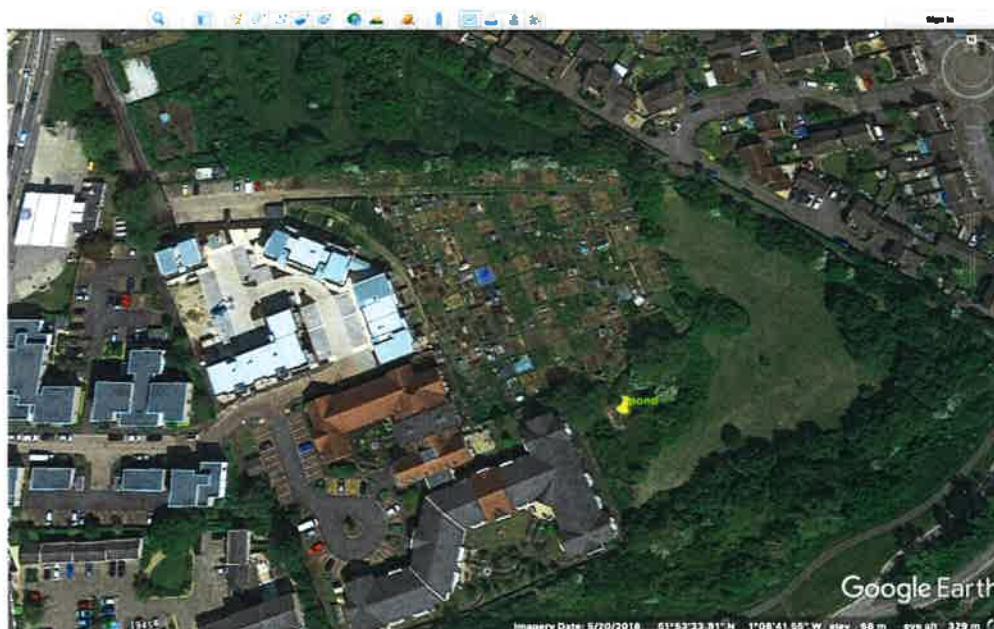
4.1 To reject the request for installation in the Langford Orchard.

4.2 Offer a suitable Allotment Plot located in the Claypits Allotments where access is in a controlled environment.

Image 1:



Image 2:



BICESTER TOWN COUNCIL
Allotments Working Party
Notes of meeting held on 1 November 2018

Present:

Bicester Town Council

Cllr Richard Mould (Chairman)
Cllr Sean Gaul
Samantha Shippen

Allotments Representatives

David Moore - Claypits Allotments
Angela Leach - Leach Road Allotments
Deborah Honour - Anson Way Allotments (from 6.45pm)
Iain Belton - Anson Way Allotments (from 6.53pm)
Tony Savage - Anson Way Allotments (from 6.53pm)

The meeting noted the apologies of Councillor Lynn Pratt.

Councillor Richard Mould welcomed everyone to the meeting stating that there was no formal agenda as the Council wanted to hear the views of allotment representatives.

The notes of the meeting held on 4th October 2017 were noted.

Councillor Richard Mould advised that formal inspections had taken place in September and follow ups were due. The Chief Officer was asked to check the inspection enforcement with the Outdoor Team Leader.

It was agreed that quarterly inspections would take place with representatives with Town Council staff keeping an eye on the sites at other times. The Council's Policy will be updated and taken through the approval process. Going forward, the inspection will be in November 2018 then March, June, September and December each year, recognizing that the December inspection may not be required in future years.

The Chief Officer advised that GDPR Notices would be sent out with renewals this year to update allotment holders on the statutory reason for retaining data. It was requested that a letter advising of annual renewal was also included to remind allotment holders of Tenancy Agreement terms.

Representatives requested that they be emailed dates for inspections once these are arranged which was agreed.

Claypits representative asked that the hedge cutting be looked at, the trees at the entrance, one of the branches of a tree behind the Shell Garage is hanging loose and a tree in the bottom right hand corner outside of the allotments. The items will be referred to the Operations Manager who will email an update.

6.45 pm Deborah Honour entered the meeting.

Claypits representatives asked about CCTV coverage. The Chief Officer advised that the self assessment tool from the Surveillance Camera Commissioner would need to be completed and submitted to the Council before any request would be considered. The costs would need to be met by the allotments holders.

6.53pm Iain Belton and Tony Savage entered the meeting.

A brief recap of the prior discussion was given. The representatives indicated they were happy with the inspection dates proposals.

Leach Road representative requested the hedge between 26-30 Rockery Way be looked at.

The Anson Way representatives requested follow up on plots 6A and 10A and advised that they were in communication with the Operations Manager regarding trees; they also highlighted security concerns due to a gap in the fence.

As there were no other matters, Councillor Mould closed the meeting and advised that another meeting would be arranged when required.

Cemetery Fees

	Existing Fees and Charges	Recommended Fees and Charges (10% increase)
Interments – full bodies and ashes:		
Under one month (including stillborn)	Free	Free
One month – 12 years	£55	£60.50
Single 4'6"	£77	£84.70
Double 6'6"		
Treble		
Reopen	£77	£84.70
Exclusive Right of Burial – 99 year lease of plot and its maintenance	A standard fee of £275 per plot	A standard fee of £285 per plot
Monuments and Monumental Inscriptions: - Headstones, flatstones, base for headstone (including vase provision, under 3ft high) - Monument for Cremated Remains - Cases on graves – permanent or moveable - Additional inscription	A standard fee of £99 for any item in this section	A standard fee of £109 for any item in this section
General: - Transfer or replacement of deed of grant - Searching register of burials	£22	£24.20
Weekend Burials: Weekend burials available upon request. Bank Holiday Burials: Bank Holiday burials available upon request.	Normal Rate – As per standard fees plus £165.00 for unsociable hours. Normal Rate – As per standard fees plus £220.00 for unsociable hours	Normal Rate – As per standard fees plus £181.50 for unsociable hours. Normal Rate – As per standard fees plus £242.00 for unsociable hours

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Cemetery Fees

	Existing Fees and Charges	Recommended Fees and Charges (10% increase)
Interments – full bodies and ashes:		
Under one month (including stillborn)	Free	Free
One month – 12 years	£55	£60.50
Single 4'6"	£77	£84.70
Double 6'6"		
Treble		
Reopen	£77	£84.70
Exclusive Right of Burial – 99 year lease of plot and its maintenance	A standard fee of £275 per plot	A standard fee of £285 per plot
Monuments and Monumental Inscriptions: • Headstones, flatstones, base for headstone (including vase provision, under 3ft high) • Monument for Cremated Remains • Cases on graves – permanent or moveable • Additional inscription	A standard fee of £99 for any item in this section	A standard fee of £109 for any item in this section
General: • Transfer or replacement of deed of grant • Searching register of burials	£22	£24.20
Weekend Burials: Weekend burials available upon request.	Normal Rate – As per standard fees plus £165.00 for unsociable hours.	Normal Rate – As per standard fees plus £181.50 for unsociable hours.
Bank Holiday Burials: Bank Holiday burials available upon request.	Normal Rate – As per standard fees plus £220.00 for unsociable hours	Normal Rate – As per standard fees plus £242.00 for unsociable hours

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