

To receive a report on Exclusive Rights of Burial renewals and consider any actions and expenditure

Report to:

Burial Authority

Date of Report:

15.04.26

Officer Writing the Report:

Planning and General Administrator

Pursuant to:

Burial Authority held on 14 October 2026 minute nr. 24/25/26

Purpose of the report:

To receive an update on EROB deeds that have expired for which contact with the deed holder has been unsuccessful.

Officer's Recommendations:

Members are asked to note the report.

Report Summary

Since reporting to the Burial Authority in October 2025, a number of Exclusive Rights of Burial have reached the end of their ten-year term. While several deeds have been renewed, four EROBs have now expired and remain unrenewed, with efforts to contact the registered deed holders proving unsuccessful to date.

One renewal notification was returned as undeliverable, and no alternative contact details are held. In this case, a notice will be placed on the relevant grave, after which the rights will revert to Town Council ownership. A final recorded-delivery letter has been issued to the remaining three deed holders in line with ICCM guidance and established Council procedures.

Additionally, one EROB due to expire in July 2026 cannot be renewed, as the sole registered deed holder is interred in the grave and no other eligible deed holders are recorded. On expiry, the rights will revert to the Town Council.

Should no response be received following final contact attempts, the remaining unexpired EROBs will revert to the ownership of the Town Council in accordance with the Cemetery Management Policy and Regulations.

Signature of Officer:

Planning and General Administrator