

Report – Burial fees review

29 November 2025

OVERVIEW

The internal auditor recommended that the Council reviews its burial fees.

CURRENT FEES

The Council approved its burial ground fees in 2020.

(Current burial fee list uploaded to Dropbox)

OTHER LOCAL BURIAL FEES

Leafield currently charges £300 for an interment and £250 for an ERB (for residents)

Chipping Norton charge £450 for an interment and £400 for an ERB

Milton under Wychwood charge £185 for an interment and £315 for an ERB

Shipton under Wychwood charge £306 for an interment, no information about ERB

Witney charge £841 for an interment and £741 for an ERB

(all above are resident prices)

COUNCIL COSTS

The direct cost to the Council is mainly the Clerk's time – including emails and phone calls arranging the burial and grave, a site visit with the grave digger, a site visit to ensure the grave has been dug, attendance at the burial and a site visit to ensure the grave has been refilled.

The most recent burial has used approximately 4 ½ hours of Clerk time in site visits including the burial. Other Clerk time is harder to calculate – including emails and phone calls, raising a request for payment, creating and issuing an ERB, updating the burial records etc, - but is probably 3 hours over several weeks.

The cost to the Council is approximately 7 ½ hours of Clerk time per burial, approximately £155.

USE OF BURIAL FEES

Burial fees are currently placed in an earmarked reserve.

Councils often use the funds from burials to cover some of the immediate and future maintenance costs, and future administration, eg grass cutting, grounds maintenance, memorial inspections, remedial works for defective memorials, renewal of ERBs

COUNCIL ACTION AND DECISION

- To undertake a review of the current fees and consider whether to make any changes.