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## CEMETERY TRAINING

Wednesday 26 June 2019

£60 + VAT

10am – 2.30pm

Lunch included

2.5 CPD Points

[Wereham Village Hall](#)

To provide an understanding of the legal, administrative and financial duties of parish and town councils for the provision, management and maintenance of civil cemeteries and both closed and open Church of England churchyards. To provide an understanding of the legal and practical issues around the safety testing, repairs and reinstatement of memorials.

This event is aimed at parish and town clerks, administrators and councillors who currently have responsibility for burial services or who may be running out of new grave space. It could also be of benefit to full and part-time cemetery staff.

Topics covered include:

- Burial law and record keeping
- Exclusive rights of burial – grants, transfers and extinguishing
- Cemetery regulations and fees
- Maximising burial space including grave re-use
- New burial space provision in Neighbourhood and District Local Plans
- Burial arrangements for other faith groups
- Closure and maintenance of Church of England churchyards
- Grave digging – legal duties and good practice
- Fixing, risk assessing and stability testing of memorials and monuments in cemeteries and churchyards

A representative from the Diocese of Ely will be invited along and a site visit to a nearby closed churchyard (weather permitting) will take place after lunch.

This course is led by Alan Fairchild MBE, FSLCC, Cemetery Advisor to the Society of Local Council Clerks, Member of the Ministry of Justice Burials & Cremation Advisory Group & Board Member of the British Register of Accredited Memorial Masons (BRAMM).

**TO BOOK A PLACE [CLICK HERE](#)**

## MAKING TAX DIGITAL

For Councils that are VAT registered HMRC announced in October that local authority participation in Making Tax Digital for VAT had been deferred for six months and will commence on 1 October 2019, not in April as originally thought. Councils will not have to submit VAT returns digitally until then but may join the pilot scheme from 1 April 2019 if they wish.

Councils that are not VAT-registered and reclaim using a VAT126 form will not be affected during 2019/20, nor does it seem likely at present that they will experience a change in 2020/21.

'Making Tax Digital' will require all affected councils to keep their records digitally and submit VAT return figures directly from the software, rather than entering the figures manually. Software providers in our sector have already addressed this issue and will be ready for digital VAT returns being submitted directly from the software from 1 April 2019.

In addition, at least one company has already produced an interface for spreadsheets, so that the relevant data can be submitted digitally from those.

The deferral to 1 October 2019 also applies to VAT registered trusts and not-for-profit organisations, unless they are set up as a company.

## UPDATE – LTN 80 MEMBERS' CONDUCT & REGISTRATION OF INTERESTS

LTN-80 Members' conduct and the registration and disclosure of their interests (England)- March 2017

This LTN provides guidance on the statutory standards framework, specifically the application and promotion of a council's Code of Conduct and how complaints are managed. It also considers registration of interests, both pecuniary and other interests that local councils include in their adopted Code of Conduct. To download the LTN 80 click [here](#)

## MEMBER SUPPORT SYSTEM

Our Member Support system helps streamline the way in which we handle enquiries across our team. When you have a query please go to the Member Support system rather than calling or emailing the office (although we are able to take queries this way as well). Simply login to the ALC site and create a new ticket. It couldn't be easier than that. Instructions on how to use the Support can be found [here](#).

**[Click here for Norfolk ALC Member Support](#)**

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