Agenda Item: 11 Parish Council 8th July 2025

Sutton-on-Trent Parish Council

Subject:	**To receive an update on the situation with Cemetery records, prior to considering the purchase of a software package to manage historic records and future burials.**
Report by:	**Clerk to the Council**

1. Recommendation

To defer any consideration of the purchase of a cemetery transcription service and software package until such time as further investigation into the cemetery records can be completed.

2. Background

Members will recall that at the 10th June meeting a report was presented asking Members to consider the purchase of transcription services for burial records, and a software package to support burial records going forward.

Consideration was deferred to the July meeting to allow the Clerk to review how many vacant plots (including pre-purchased) were left in the old section of the Cemetery.

3. Present Position

An initial review of the records indicates that there are over 40 plots currently pre-purchased but unoccupied in the old section of the cemetery. Additionally, some anomalies have come to light with the numbering of plots.

Cllr Sloan is in the process of producing a digital map of the old section plots that, once complete, will allow for a better understanding of the plotting.

Jayne Saunders
Clerk to the Council