



BRITISH INSTITUTE OF FUNERAL DIRECTORS

Educating the Funeral Profession



The CPD Standards Office

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2023-2025

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JOURNAL



Fourteen National Presidents Pictured in Southend-on-Sea at the 40th BIFD Conference in 2022



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In This Issue

05

FINAL MONTHLY ROUND~UP: From the Desk of the National President

07

AGM: Standing Orders, Minutes, Accounts, Nomination and Proxy Vote Forms

31

FIGHTING OVER THE FUNERAL: Editor Hayley Bell looks at how family feuds can impact the funeral arrangements

43

USING INSTAGRAM AS A MARKETING TOOL: Social Media Guru, Eimer Duffy Gives Her Top Insta Tips.

46

WHAT'S IN A BOX?: Deputy Editor Lucie Kibbey explores the origins of coffins



Contacting The BIFD

National President, Jem Mead:
jem@meadfamilyfunerals.co.uk

1st Vice President, Amanda Dalby:
amandadalbyfuneralservices@gmail.com

2nd Vice President, Amanda Pink:
amanda@evelynsfunerals.co.uk

***Please contact
 National Office for all
 Executive, Administration
 & General Enquiries:***

C/O Amanda Pink
Tel: 0800 032 2733
Fax: 01920 823 261
admin@bifd.org.uk



***Please send all adverts,
 articles & news
 c/o The Editorial Team:***
Hayley Bell
journal@bifd.org.uk

Lucie Kibbey
deputyeditor@bifd.org.uk

Immediate Past President, Paul Stibbards:
paul@stibbards.co.uk

Company Administrator Amanda Pink:
admin@bifd.org.uk

Chair of Education, Andrew Floyd:
a.floyd.bifd.edu@gmail.com



Supporters & Contributors

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FROM THE DESK OF THE NATIONAL PRESIDENT

Jeremy Mead, Dip. FS, LMBIFD



Hi there, here we are it's time to write my final piece for the Journal, and it just seems like a few months have passed since we all gathered in Southend to see me anointed! I suppose in reality, it is only a few months, 11 to be precise, but what a year it's been.

We have thoroughly enjoyed representing you, our members, with the rest of the other leaders of our wonderful profession, and we are both certain that we have now made some lifetime friendships – with whom, I'll let you work out!

For those that know the two of us, you will be aware that education is our passion, to be the best we can. If this has had any small effect upon any of our 'younger' members, then our work here is done.



By taking, completing, and passing the Certificate and Diploma in Funeral Services, our students have demonstrated to the world that they are prepared to work to achieve the highest standards possible within the world of funerals. It will give us both an enormous sense of pride and pleasure to present the students with their Certificates in a few short weeks, and we are very grateful for those of you that have chosen to come and have them presented at conference. If there are tears, they will probably be mine!

This year has had its challenges which as a team, the Board of Directors have faced up to with great spirit and professionalism, (maybe too much spirit of some occasions, when things were not going according to plan) and for that we both thank each and every one of them. We have, under the fantastic guidance of our chairpersons of education and examination Andy Floyd and Hayley Bell, had our courses revalidated with Greenwich University for another 3 years, seen the revival of the Introduction to Funeral Services Course, both online and more importantly, face to face, and had the most students ever sit our courses since they were rewritten back in 2015.

Many of you will know by now that Karen & I have resigned as the Administration team, due mainly to the pressure of running our own empire, and the time constraints that imposes. We want to publicly thank Amanda Pink for stepping in to take over this extremely challenging role and we wish her well for the future.

Karen will be staying on as Company Treasurer, and can still be contacted at treasurer@bifd.org.uk Me? I'm off to ma boat for a well-earned rest!

The CPD sessions under the expert arrangement of my predecessor Paul Stibbards have been extremely successful and useful for us all to maintain our licenses, with the weekend in Chelmsford just the beginning of our residential CPD weekends, the next one is being planned for 2024.

The website continues to bring in enquiries from prospective new students, in excess of 600 now proving yet again that there is more need now than ever before for our courses.

With the permission of your new president and the board of directors, and for the sake of continuity, I would like to carry on my discussions with SAIF & NAFD about the future of education within the sector, as we all believe that it is vital that as a profession, we present a united front to Government before they impose their own rules and guidelines upon us. The fact of having university accreditation sees us in a very strong position to take these discussions forward in a very positive manner. It will not happen overnight but believe me, it will happen.



We have 2 more kindred functions to attend to before our conference, the second of which is in the North-East and so we have decided that we will take our annual 4-day holiday whilst we are there and enjoy a visit to a few places that we wish to see – but don't mention the train trip into Newcastle Station to Karen!

This will bring us nicely to our own conference here in sunny Wiltshire to which we both extend a very warm welcome to the 150 of you that have managed to secure a place at dinner....

Apparently, this has never happened before, fully booked 2 months in advance.... Our wonderful conference secretaries, David & Clare Gresty told us that it was due to our popularity – I countered with, more likely to make sure we go! We are both looking forward to it immensely, but a little sad that our big surprise will not now be happening as he/she has had a slight stroke. It's gonna be a great weekend, the hair will well and truly be 'letted' down.

This just leaves me to say thank you to you all for your support, love, and friendship over the last 12 months, be gentle with Amanda, she will be a good president for you all, we have been honored and privileged to be your National President's in 2022/2023 for which we thank you all.

Oh, and a GURT BIG TAR to Kazza for supporting me this last year, I know it wasn't easy for you.
XXX

Keep doing what you all do best and may your God look after you.

Jem & Karen



BRITISH INSTITUTE OF
FUNERAL DIRECTORS

41st Annual General Meeting

OCTOBER

SATURDAY

21

AT 10AM

2023

ALEXANDRA HOUSE HOTEL
WHITTINGHAM, DRIVE
SWINDON SN4 9ED

information for members...



BRITISH INSTITUTE OF FUNERAL DIRECTORS

Registered Office:

National Office, 10 St John Road, Wroughton, Wiltshire, SN4 9ED
Company Limited by Guarantee - 06230309



NOTICE OF THE 41st ANNUAL GENERAL MEETING

Dear Members, Students, Fellows & Associate Members,

You are duly invited to attend the 41st Annual General Meeting of the The British Institute of Funeral Directors on:

**Saturday 21st October 2023 at 10:00 a.m., at The Alexandra Country House Hotel,
Whittingham Drive, Wroughton, Swindon, SN4 0QJ**

to conduct the following business:

AGENDA

- 1 Welcome to the Meeting by National President Jeremy Mead (including Minutes Silence for Members we have lost and in respect of the deceased people and families we have served).
- 2 Roll Call: Members present will announce their name, town, region and any office held.
- 3 Apologies for Absence.
- 4 To Adopt Standing Orders.
- 5 Minutes of the 40th Annual General Meeting held on Saturday 30th October 2022 at The Holiday Inn Airport Hotel, Southend.
- 6 Matters Arising from the Minutes.
- 7 Resolutions To Conference (if any have been received at National Office by 21st September 2023).
Resolution for the Formation of a Professional Standards Committee (PSC) and Amendment of the Code of Ethics
Resolution 1: The Board of Directors propose the Formation of a Professional Standards Committee (PSC) Consisting of three Board appointed full members of the Institute.
Resolution 2: The Board of Directors proposes that the Code of Ethics of the British Institute of Funeral Directors be amended to explicitly include professional conduct online, including ALL social media platforms, as a fundamental aspect of ethical behaviour within the funeral industry.
- 8 Education Report
- 9 Administration, Company Secretary & Director's Reports
- 10 To receive the Treasurer's Report and Financial Statements for the period ended 31st March 2023.
- 11 To appoint auditors of the Company to hold office until the conclusion of the next general meeting at which the financial statements are laid before the Company: **Haines Watts Cirencester Ltd., Old Station House, Station Approach, Newport Street, Swindon, Wiltshire, SN1 3DU**

- 12 To fix subscription rates for 2024-25.
- 13 To appoint the nominated individuals listed below as Honorary Officers, such individuals having been nominated in accordance with the provisions of Regulation 28.3 of the Company's Articles of Association:
- | | |
|-------------------------------|---------------------------|
| National President: | Amanda Dalby |
| First Vice President: | Amanda Pink |
| Second Vice President: | Vacant |
| Immediate Past President: | Jeremy Mead |
| National Treasurer: | Karen Mead & David Gresty |
| The Company Secretary: | Amanda Pink |
| Editor of The Journal: | Hayley Bell |
| Deputy Editor of The Journal: | Lucie Kibbey |

- 14 To re-elect as directors the following individuals who are retiring by rotation in accordance with the Articles of Association: -

1. Region A – Graeme Easton (Acting Director)

2. Region B – TBC

3. Region C – Clive Pearson

4. Region D – TBC

5. Region E – TBC

6. Region F – TBC

7. Region G – Hayley Bell

8. Region H – David Capper

9. Region J – Sophie Cross

10. Region K – TBC

15. Adjourn the meeting to the Gala Dinner where the awards ceremony and handover of offices will take place

****Please remember that only members, students, associates, and fellows can attend the AGM part of the weekend, no guests are allowed to this part of the conference and ONLY Fully Registered Members can vote.***

Thank you

By The Order of The Board

Secretary - Karen Mead & David Gresty

National President – Jeremy Mead

BRITISH INSTITUTE OF FUNERAL DIRECTORS

Registered Office:

National Office, 10 St John Road, Wroughton, Wiltshire, SN4 9ED

Company Limited by Guarantee - 06230309



The 41st Annual General Meeting of the British Institute of Funeral Directors
Saturday 21st October 2023 at 10.00 am
The Alexandra Country House Hotel, Whittingham Drive,
Wroughton, Swindon, SN4 0QJ

STANDING ORDERS

- 1. A question will be decided by a show of hands, unless a poll be demanded by the Chairman, or by 10 members entitled to vote either present in person or by proxy. No question shall be declared carried by a ballot vote unless such question has received at least two-thirds of the ballot votes cast. In a case of equality of votes, whether on a show of hands or on a poll, the Chairman shall be entitled to a second or casting vote.*
- 2. During debate, speakers must go to the microphone and announce their Name, Town and Region before they address the Chair*
- 3. Speakers include all Members (both voting & non voting) and students.*
- 4. A member proposing or seconding a resolution must be present at the meeting.*
- 5. The motion "To pass to the next business" shall take priority over all amendments, and, if carried by a majority, shall allow the meeting to proceed immediately with the next business on the Agenda.*
- 6. The mover of the original motion shall have the right to reply when discussion has been closed. No new matter may be introduced or further discussion permitted before the vote is taken,*
- 7. Discussion shall cease if a motion "that the question now be put" is proposed by a Member not having previously taken part in the discussion.*
- 8. A Member shall speak only once in a discussion on a motion or amendment, except by permission of the Chairman, who must also allow other Members the same privilege.*
- 9. All amendments shall be dealt with separately. When an amendment is proposed and seconded, discussion shall be continued to that amendment and a vote taken. If carried, the original motion is then put to the meeting in its amended form, when it is open to discussion and further amendment. If the original motion stands and discussion proceeds.*
- 10. The Chairman shall have the power to adjourn the meeting or to settle points of order not otherwise dealt with in these Standing Orders.*
- 11. Any Member, who has an urgent need to keep a mobile telephone switched on in the meeting, shall sit immediately adjacent to a door and leave the meeting room as soon as a call is received.*

Voting

ONLY Full Voting Members are eligible to vote, and ONLY if they have paid their current subscriptions.

ONLY A Raise of Hand can be used for voting.



BRITISH INSTITUTE OF FUNERAL DIRECTORS

Registered Office:

National Office, 10 St John Road, Wroughton, Wiltshire, SN4 9ED

Company Limited by Guarantee - 06230309

40th ANNUAL GENERAL MEETING

Held on Saturday 29th October 2022 at 10:00 a.m.

The Holiday Inn Airport Hotel, 77 Eastwoodbury Cr., Southend-On-Sea, SS2 6XG

MINUTES

- 1 **Welcome to the Meeting by National President Paul Stibbards:** Paul welcomed everyone and thanked them for travelling to his little corner of the world, especially as there were some traffic issues. He said that it was wonderful to see so many members in person rather than virtually, but thanked everyone who supported our Zoom CPD sessions. Paul went on to discuss the personal goals he set as National President, which included:
Starting face-to-face meetings following the Pandemic: Paul was pleased to report that meetings had been held by Regions C, F, G, H, and J, and plans are in place for the other regions.
Recognition by the Government: The Institute is now being included in meetings and talks with the Government alongside Kindred Associations.
Increasing the Institute's membership by 40 for the 40th anniversary: this goal has been surpassed.
CPD Opportunities: An education weekend is being planned for April/May 2023.
Website redesign: Paul thanked Jeremy and Karen Mead for the work that they put into the re-launched website www.bifd.org.uk Paul asked those present to stand for a Minutes Silence for the late Queen, and respected Tutor, Michael Dillon who we sadly lost, as well as the deceased people and families we have served.
- 2 **Attendance:** Paul Stibbards (National President), Malcolm Serjeant (Immediate Past President), Jeremy Mead (1st Vice President/Admin), Karen Mead (Joint Company Secretary/Treasurer/Admin), David Gresty (Past President/Joint Company Secretary), Hayley Bell (Editor of the Journal/Examiner/Minutes), Jane Bennett, John Butterworth (Past President), David Capper (Past President), Roger Clark (Past President/Examiner), Richard Coghlan, Andrew Cross, Sophie Cross, Amanda Dalby (Nominated 1st Vice President), Judith Dandy, Nigel Dawson, Margaret Dow (Past President/Examiner), Andrew Floyd (Chair of Education/Tutor), Patrick Gallagher (Past President), Margaret Goodwin, Nicola Jarmaine, Lucie Kibbey (Student/Deputy Editor of the Journal), Paul King, Sophie King (Student), Georgina Luxford, Jackie Mitchell, Clive Pearson (Past President/Tutor), Adrian Pink (Past President), Amanda Pink (Nominated 2nd Vice President), Neave Pottinger (Student), Rosalyn Pratt, Alan Puxley (Past President), Sue Puxley, Robert Rowntree (Past President), Tom Stevenson, David Stibbards, Lucy Thomason (Student), Alan Tucker, Richard Van Nes, Sally Walton (Past President/Tutor), Andrew Western.
Number of Proxy Votes received prior to the meeting: 27
- 3 **Apologies for Absence:** Robert Roy, Andrew Cutmore, Arran Brudenell, Tom Dilnot-Smith, Craig Johnston, Graeme Easton, Stephen Tom, Georgie Kneller, Darryl Smith, Kate Edwards, Michael Broadley, Angela Satterley, Anthony Molyneux, Kevin Young, Clive Kirk, Scott Otley, Simon Hellier-Moore, Anthony Halliwell, Gill Thorne, Geoff Thorne, Andrew Fawcett, Shaun Harrison, Kenneth Garside, Malcolm Green, Rebecca Horton, Jane Clements, Katie Naylor, Beth Harron, Shaun Thorpe, Rod Major, Christine Parker.
- 4 **To Adopt Standing Orders:**
Proposed: Alan Puxley
Seconded: Adrian Pink
Vote: *All in Favour*

5 **Minutes of the 39th Annual General Meeting held on Saturday 9th October 2021 at The Shrigley Hall Hotel, Pott Shrigley, Near Macclesfield:**

Proposed: Sally Walton

Seconded: Sue Puxley

Vote: *All in Favour*

6 **Matters Arising from the Minutes:** John Butterworth and Margaret Goodwin were omitted from the list of attendees at the AGM on 9 October 2021; this was noted.

7 **Resolutions to Conference (if any have been received by 30th September 2022):**

N/A, none received.

8 **Education Report:** Andrew Floyd conveyed thanks to David Parslow and the Education/Examination Teams for their hard work. He began his report by discussing the requirement to restructure the Education Committee, which will be condensed considerably to ensure clear communication moving forward. The Education Committee is structured as follows: Andre Floyd (Chair), David Gresty (Secretary), Sally Walton (Tutor Liaison), Margaret Nicholl (Examiners) there is also an opportunity to bring a member to the committee as and when is required.

There are several points that the committee will be focussing on moving forward, the first being acquiring new Tutors and condensing the training into 12 months.

The second focus will be on the Introduction to Funeral Service, which is a very popular for those outside of the Institute, as it stands, the Introduction to Funeral Service has been held as in-person sessions by current Tutors, the Education Committee would like to explore bringing this online, in a webinar format, to facilitate the many enquiries that are received through the Institute's website; the first webinar is scheduled to be held in November 2022. In-person sessions would still be available for those who prefer this.

Andrew ended his report by thanking all involved in the re-design of the website, which generates 30-50 education enquiries per month, which he hopes we will be able to convert into students taking our suite of courses.

Question: Alan Puxley asked whether those who attended the webinar could be told which Region they are closest to. Andrew agreed that as we would know where these people would be located, and they can be given an awareness of their region and the members within that region.

9 **Administration, Secretary & Director's Reports:** On behalf of Jeremy and Karen Mead, National Office: Jeremy opened the report by saying the re-launch of the website in April 2022 was the turning point of the whole Institute, to date, this has generated approximately 300 enquiries for our suite of courses. These enquiries are forwarded daily to Andrew Floyd and David Gresty, or, if appropriate, to the nearest located Tutor.

The financial year runs from 1st April – 31st March. The Institute has 343 Full Members, of which 139 are licensed. A number of lapsed members have renewed their Memberships. We currently have 52 Students registered; Jeremy discussed the importance of training new Tutors, as we have so many enquiries, he encouraged all present to consider looking into this, especially as the Education Committee are streamlining the course to 12 months.

All emails are being sent out from National Office via MailChimp, this makes it easier and quicker to be in contact with the whole membership. These emails, and what happens with them can also be monitored. Monthly CPD sessions are becoming more and more popular, with Student members attending the sessions.

Paul Stibbards, Jeremy and Karen travelled to Region H (NI) to restart the region, and invest the officers, welcoming David Capper back to the Board of Directors, Region G is doing what it always does under the guidance of Chairman Adrian Pink, Region J is in a healthy position with a new Director, Sophie Cross who is welcomed to the Board, Region F is progressing slowly in the right direction, and the new focus will be on Regions A C and E and nurturing the established regions.

In March 2023, a Diploma Examination Weekend will be held at Woodland Grange in Leamington Spa for 20 students, which is a new venue for the Institute; those who assisted with the NFE stayed at Woodland Grange to establish whether the venue would be suitable for holding examinations, and Jeremy was pleased to report that it is.

Finally, Jeremy encouraged members to contact National Office with any ideas they would like to see the Institute implement. He thanked everyone for their help, support, and consideration over the last 12 months.

Questions: Richard Coghlan asked whether there was more than one Diploma examination scheduled for 2023, as September could potentially be too late for those wishing to come to conference to be presented with their Diploma. Jeremy agreed that there would be a second exam scheduled, if required. Discussions have been had with Greenwich regarding their moderation process and how students can receive their results in a timely manner.

Roger Clark commented regarding examinations that he and Margaret write the papers, and that they *would* write a paper for September if needed, though would need good notice to get this paper finalised. Roger also clarified that Greenwich do not moderate the papers, they award the associated credits, and this is what has been taking time. A Zoom meeting has been scheduled with Greenwich for November.

Richard Van Nes asked about licensing and if this would be something the Institute would be looking at renaming this if Scotland move to licence Funeral Directors.

Jeremy agreed that this would be considered as licensing comes into effect in the future, Paul Stibbards confirmed that Members of the BIFD are part of a working group with the Scottish Government consulting on regulation and licensing.

Alan Puxley commented about the potential change of the name of the licence to 'Professional Licence' or 'Professional Accreditation'.

10 To receive the Treasurer's Report and Financial Statements for the period ended 31st March 2022:

On behalf of Karen Mead and David Gresty: Jeremy was pleased to report the continued positive increase in positive financial status of the Institute for the last 12 months **A profit of £32,456.00 is shown for this financial year against a profit of £7,508.00 shown against the last financial year.**

The Board of Directors are mindful of the increase in funds and as such are looking at ways to be able to give back to the Membership.

Income expenditure for the past year shows Conference costs being the major difference as there was on conference held prior to Shrigley Hall.

We continue to see a reduction in Publication costs as the Journal is now produced entirely in-house, and the printing company for the Journal has been changed to further streamline production and reduce costs further. Thanks were given to Hayley Bell and Lucie Kibbey for their cost-saving ideas.

Board of Directors meetings are being held monthly via Zoom, which means there have been no Board of Directors expenses in the last year.

Education expenses have increased due to the registration of new students and the requirement for ordering new textbooks and workbooks.

Education is now entirely self-funding.

The positive in returning a profit means that the reserves stand at £66,342.00, a much healthier position for the Institute in a considerable amount of time.

Jeremy proposed that this is a true record of the financial position of the Institute

Seconded: Adrian Pink

All in Favour

11 To appoint auditors of the Company to hold office until the conclusion of the next general meeting at which the financial statements are laid before the Company: *Haines Watts, incorporating Philip Nickson & Co., Paradise Farm, High Street, Kempstord, Gloucestershire, GL7 4EU*

Proposed: Jeremy Mead

Seconded: David Capper

All in Favour

12 **To fix subscription rates for 2023-24.**

Proposed: Jeremy Mead

Seconded: Alan Puxley

All in Favour

13 **To appoint the nominated individuals listed below as Honorary Officers, such individuals having been nominated in accordance with the provisions of Regulation 28.3 of the Company's Articles of Association:**

National President:	Jeremy Mead
First Vice President:	Amanda Dalby
Second Vice President:	Amanda Pink
Immediate Past President:	Paul Stibbards
National Treasurer:	Karen Mead & David Gresty
The Company Secretary:	Karen Mead & David Gresty
Editor of The Journal:	Hayley Bell
Deputy Editor of The Journal:	Lucie Kibbey

Proposed: Paul Stibbards

Seconded: David Capper

All in Favour

Number of Proxy Votes received prior to the meeting: 27

14 **To re-elect as directors the following individuals who are retiring by rotation in accordance with the Articles of Association: -**

1. Region A – Graeme Easton
2. Region B – TBC
3. Region C – TBC
4. Region D – TBC
5. Region E – TBC
6. Region F – TBC
7. Region G – Hayley Bell
8. Region H – Daid Capper
9. Region J – Sophie Cross
10. Region K – TBC

Proposed: Paul Stibbards

Seconded: David Gresty

All in Favour

15. **Meeting adjournment:** Paul thanked the Board of Directors for their hard work over the last 12 months, the members for their continued support and for attending CPD sessions, he also thanked David Capper for designing and donating the BIFD 40th Anniversary ties for his chosen charity, the RNLI and adjourned the meeting at 10:45a.m. to the Gala Dinner where the awards ceremony and handover of offices will take place.



**REPORT OF THE DIRECTORS AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023
FOR
BRITISH INSTITUTE OF FUNERAL DIRECTORS**

Haines Watts Cirencester Limited
Old Station House
Station Approach
Newport Street
Swindon
Wiltshire
SN1 3DU

BRITISH INSTITUTE OF FUNERAL DIRECTORS

**CONTENTS OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023**

	Page
Company Information	1
Report of the Directors	2
Statement of Income and Retained Earnings	3
Statement of Financial Position	4
Notes to the Financial Statements	5
Chartered Accountants' Report	7
Detailed Income and Expenditure Account	8

BRITISH INSTITUTE OF FUNERAL DIRECTORS

**COMPANY INFORMATION
FOR THE YEAR ENDED 31 MARCH 2023**

DIRECTORS:

Mr J P Mead
Ms A J Dalby
Mr G Easton
Ms A J Pink
Mr P J Stibbards
Mr D E Capper
Miss S Cross
Mr A Floyd
Miss H E C Bell

SECRETARY:

Mrs K V Mead

REGISTERED OFFICE:

10 St John Road
Wroughton
Swindon
Wiltshire
SN4 9ED

REGISTERED NUMBER:

06230309 (England and Wales)

ACCOUNTANTS:

Haines Watts Cirencester Limited
Old Station House
Station Approach
Newport Street
Swindon
Wiltshire
SN1 3DU

BRITISH INSTITUTE OF FUNERAL DIRECTORS

**REPORT OF THE DIRECTORS
FOR THE YEAR ENDED 31 MARCH 2023**

The directors present their report with the financial statements of the company for the year ended 31 March 2023.

DIRECTORS

The directors shown below have held office during the whole of the period from 1 April 2022 to the date of this report.

Mr J P Mead
Ms A J Dalby
Mr G Easton
Ms A J Pink
Mr P J Stibbards

Other changes in directors holding office are as follows:

Mr A McClure - resigned 28 October 2022
Mr D J Parslow - resigned 22 June 2022
Mr M Serjeant - resigned 28 October 2022
Mr A G Cross - resigned 22 June 2022
Mr D E Capper - appointed 28 October 2022
Miss S Cross - appointed 28 October 2022
Mr A Floyd - appointed 22 June 2022
Miss H E C Bell - appointed 22 June 2022

This report has been prepared in accordance with the provisions of Part 15 of the Companies Act 2006 relating to small companies.

ON BEHALF OF THE BOARD:

.....
Mr J P Mead - Director

Date:

BRITISH INSTITUTE OF FUNERAL DIRECTORS

**STATEMENT OF INCOME AND
RETAINED EARNINGS
FOR THE YEAR ENDED 31 MARCH 2023**

	2023 £	2022 £
TURNOVER	110,605	102,597
Administrative expenses	80,556	70,276
	<hr/> 30,049	<hr/> 32,321
Other operating income	<hr/> -	<hr/> 119
OPERATING SURPLUS	30,049	32,440
Interest receivable and similar income	672	16
SURPLUS BEFORE TAXATION	<hr/> 30,721	<hr/> 32,456
Tax on surplus	<hr/> -	<hr/> (2)
SURPLUS FOR THE FINANCIAL YEAR	30,721	32,458
Retained earnings at beginning of year	66,342	33,884
RETAINED EARNINGS AT END OF YEAR	<hr/> <hr/> 97,063	<hr/> <hr/> 66,342

The notes form part of these financial statements

STATEMENT OF FINANCIAL POSITION
31 MARCH 2023

	Notes	2023 £	2022 £
CURRENT ASSETS			
Stocks		1,600	100
Debtors	4	7,610	6,766
Cash at bank		107,428	77,984
		<u>116,638</u>	<u>84,850</u>
CREDITORS			
Amounts falling due within one year	5	19,575	18,508
		<u>19,575</u>	<u>18,508</u>
NET CURRENT ASSETS		<u>97,063</u>	<u>66,342</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>97,063</u>	<u>66,342</u>
RESERVES			
Income and expenditure account		<u>97,063</u>	<u>66,342</u>
		<u>97,063</u>	<u>66,342</u>

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2023.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2023 in accordance with Section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for:

- (a) ensuring that the company keeps accounting records which comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

The financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the Board of Directors and authorised for issue on and were signed on its behalf by:

.....
Mr J P Mead - Director

BRITISH INSTITUTE OF FUNERAL DIRECTORS

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023

1. STATUTORY INFORMATION

British Institute of Funeral Directors is a private company, limited by guarantee, registered in England and Wales. The company's registered number and registered office address can be found on the Company Information page.

2. ACCOUNTING POLICIES

Basis of preparing the financial statements

These financial statements have been prepared in accordance with Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" including the provisions of Section 1A "Small Entities" and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Turnover

The turnover shown in the Statement of Income represents membership subscriptions and other income receivable from members. Amounts received in advance are treated as deferred income.

Revenue from the rendering of services is measured by reference to the stage of completion of the service transaction at the end of the reporting period provided that the outcome can be reliably estimated. When the outcome cannot be reliably estimated, revenue is recognised only to the extent that expenses recognised are recoverable.

Stocks & work in progress

Stocks are stated at the lower of cost and estimated selling price less costs to complete and sell.

Costs include all costs of purchase, costs of conversion and other costs incurred in bringing stock to its present location and condition.

Taxation

Corporation Tax is provided on non-trading income, as the annual surplus is not liable to Corporation Tax under the Mutual Trading regulations.

3. EMPLOYEES AND DIRECTORS

The average number of employees during the year was NIL (2022 - NIL).

4. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023	2022
	£	£
Other debtors	7,610	6,766

5. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023	2022
	£	£
Taxation and social security	-	3
Other creditors	19,575	18,505
	19,575	18,508

BRITISH INSTITUTE OF FUNERAL DIRECTORS

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2023**

6. MEMBERS' LIABILITY

The company is a private company limited by guarantee and consequently does not have share capital.

Every member of the company undertakes to contribute to the assets of the company in the event of it being wound up while he or she is a member or within one year afterwards for payment of the debts and liabilities of the company contracted before he or she ceases to be a member and the costs, charges and expenses of winding up and for the adjustment of the rights of the contributions amount themselves such amount as may be required not exceeding £1.

**CHARTERED ACCOUNTANTS' REPORT TO THE BOARD OF DIRECTORS
ON THE UNAUDITED FINANCIAL STATEMENTS OF
BRITISH INSTITUTE OF FUNERAL DIRECTORS**

In order to assist you to fulfil your duties under the Companies Act 2006, we have prepared for your approval the financial statements of British Institute of Funeral Directors for the year ended 31 March 2023 which comprise the Statement of Income and Retained Earnings, Statement of Financial Position and the related notes from the company's accounting records and from information and explanations you have given us.

As a practising member firm of the Institute of Chartered Accountants in England and Wales (ICAEW), we are subject to its ethical and other professional requirements which are detailed within the ICAEW's regulations and guidance at <http://www.icaew.com/en/membership/regulations-standards-and-guidance>.

This report is made solely to the Board of Directors of British Institute of Funeral Directors, as a body, in accordance with our terms of engagement. Our work has been undertaken solely to prepare for your approval the financial statements of British Institute of Funeral Directors and state those matters that we have agreed to state to the Board of Directors of British Institute of Funeral Directors, as a body, in this report in accordance with ICAEW Technical Release 07/16AAF. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than British Institute of Funeral Directors and its Board of Directors, as a body, for our work or for this report.

It is your duty to ensure that British Institute of Funeral Directors has kept adequate accounting records and to prepare statutory financial statements that give a true and fair view of the assets, liabilities, financial position and profit of British Institute of Funeral Directors. You consider that British Institute of Funeral Directors is exempt from the statutory audit requirement for the year.

We have not been instructed to carry out an audit or a review of the financial statements of British Institute of Funeral Directors. For this reason, we have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore, express any opinion on the statutory financial statements.

Haines Watts Cirencester Limited
Old Station House
Station Approach
Newport Street
Swindon
Wiltshire
SN1 3DU

Date:

BRITISH INSTITUTE OF FUNERAL DIRECTORS
DETAILED INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31 MARCH 2023

	2023		2022	
	£	£	£	£
Turnover				
Sales - Subscriptions	79,150		69,815	
Sales - Education tutors	4,450		6,400	
Other income - Advertising	5,823		5,522	
Conference income	21,182		20,860	
	<u> </u>	110,605	<u> </u>	102,597
Cost of sales				
Purchases	1,600		-	
Closing stock	(1,600)		-	
	<u> </u>	-	<u> </u>	-
GROSS SURPLUS		110,605		102,597
Other income				
Sundry receipts	-		119	
Deposit account interest	672		16	
	<u> </u>	672	<u> </u>	135
		111,277		102,732
Expenditure				
Insurance	1,345		1,374	
BIFD Administration	20,644		19,944	
Telephone	222		158	
Post and stationery	164		549	
Publications	4,586		14,900	
Computer running costs	3,021		2,328	
Sundry expenses	850		13	
Education committee expenses	11,645		4,875	
NFE expenses	6,336		141	
Directors' and president expenses	4,714		708	
Accountancy	3,173		1,750	
Conference costs	23,497		20,429	
Legal fees	266		2,994	
	<u> </u>	80,463	<u> </u>	70,163
		30,814		32,569
Finance costs				
Bank charges		93		113
NET SURPLUS		<u> </u> <u> </u>		<u> </u> <u> </u>
		30,721		32,456

This page does not form part of the statutory financial statements

41st Annual General Meeting of the British Institute of Funeral Directors

Saturday 21st October 2023, 10:00 a.m., The Alexandra Country House Hotel,

Whittingham Drive, Wroughton, Swindon, SN4 0QJ

NOMINATION FORM

Nominations are invited for the election of Fellows/Members of the Institute to the following positions 2023/24:

National President.....

Proposed By.....

Seconded By.....

First Vice President.....

Proposed By.....

Seconded By.....

Second Vice President.....

Proposed By.....

Seconded By.....

National Treasurer.....

Proposed By.....

Seconded By.....

Company Secretary.....

Proposed By.....

Seconded By.....

Editor of The Journal.....

Proposed By.....

Seconded By.....

Deputy Editor of The Journal.....

Proposed By.....

Seconded By.....

Resolutions To Conference.....

.....

Proposed By.....

Seconded By.....

The consent of the Member or Fellow must have been obtained prior to nomination

The Board of Directors have recommended the following candidates:

National President:	Amanda Dalby
First Vice President:	Amanda Pink
Second Vice President:	Vacant
Immediate Past President	Jeremy Mead
National Treasurer:	Karen Mead & David Gresty
The Company Secretary:	Amanda Pink
Editor of The Journal:	Hayley Bell
Deputy Editor of The Journal:	Lucie Kibbey

Nomination Forms should be sent to:

National Office, 10 St John Road, Wroughton, Wiltshire, SN4 9ED

Deadline for Nominations & Resolutions: 21st September 2023

41st AGM – PROXY FORM

Registered Office: National Office, 10 St John Road, Wroughton, Wiltshire, SN4 9ED
Company Limited by Guarantee - 06230309



Name of Member: _____
Membership Number: _____
Address of Member: _____

Before completing this form, please read the explanatory notes:

I, being a Member of the Company, appoint the Chairman of the meeting or (see note 3)

Alternate Nominee: _____

as my proxy to attend, speak and vote upon my behalf at the 41st AGM held on Saturday 21st October 2023 at 10.00am, and at any adjournment of the meeting held, at The Alexandra Country House Hotel, Swindon.

I direct my proxy to vote on the following resolutions as I have indicated by marking the appropriate indication with an 'X'. If no indication is given, my proxy will vote or abstain from voting at his or her discretion and I authorise my proxy vote, or abstention from voting, as he or she thinks fit in relation to any other matter which is properly put before this meeting.

AGENDA ITEMS:	FOR	AGAINST
4. To Adopt Standing Orders	_____	_____
5. Minutes of the 40th Annual General Meeting, Saturday 30th October 2022, The Holiday Inn Airport Hotel, Southend.	_____	_____
7. Resolutions To Conference received at National Office by 21 st September 2023	_____	_____
10. To Receive The Treasurer's Report & Financial Statements For The Period Ending 31 st March 2023	_____	_____
11. To Appoint Auditors of the Company Until the Next General Meeting: <i>Haines Watts, incorporating Philip Nickson & Co., Paradise Farm, High Street, Kempstord, Gloucestershire GL7 4EU</i>	_____	_____
12. To Fix Subscription Rates 2024 – 25	_____	_____
13. To Appoint the Nominated Individuals As Honorary Officers and such Individuals Having Been Nominated In Accordance With the Provisions of the Company's Articles of Association:		
National President Amanda Dalby	_____	_____
First Vice President Amanda Pink	_____	_____
Second Vice President Vacant	_____	_____
Immediate Past President Jeremy Mead	_____	_____
National Treasurer Karen Mead & David Gresty	_____	_____
The Company Secretary Amanda Pink	_____	_____
Editor of The Journal Hayley Bell	_____	_____
Deputy Editor of The Journal Lucie Kibbey	_____	_____
14. To Re-elect As Directors, The Following Individuals Who Are Retiring by Rotation in Accordance With The Provisions of Regulation 28.2 of the Articles of Association:		
Region A Graeme Easton	_____	_____
Region B TBC	_____	_____
Region C Clive Pearson	_____	_____
Region D TBC	_____	_____
Region E TBC	_____	_____
Region F TBC	_____	_____
Region G Hayley Bell	_____	_____
Region H David Capper	_____	_____
Region J Sophie Cross	_____	_____
Region K TBC	_____	_____

Signature: _____

Date: _____ / _____ / 2022

EXPLANATORY NOTES TO THE PROXY FORM

1. As a Member of the Company, you are entitled to appoint a proxy to exercise all or any of your rights to attend, speak and vote at a general meeting of the Company. You can only appoint a proxy using the procedures set out in these notes.
2. Appointment of a proxy does not preclude you attending the meeting and voting in person, however, should you attend in person your proxy appointment will automatically be terminated.
3. The proxy must be a member of the Company and to appoint a proxy other than the Chairman of the meeting, insert their full name on the line after 'Alternate Proxy'. If no name is provided the Chairman will be deemed your proxy. Where you appoint someone other than Chairman, you are responsible for ensuring they attend the meeting and are aware of your voting intentions.
4. To direct your proxy how to on the resolutions, mark the appropriate line with an 'X'. If no voting indication is given, your proxy will vote or abstain from voting at his or her discretion. Your proxy will vote or abstain from voting as he or she thinks fit in relation to any other matter which is put before the meeting.
5. To appoint a proxy using this form, the form must be:
 - **Completed & Signed**
 - **Sent or delivered to the Company at National Office: 10 St John Road, Wroughton, Wiltshire, SN4 9ED**
 - **Received by the Company no later than 21st September 2023**
6. Any power of attorney or any authority under which this proxy form is signed (or a duly certified copy of such power or authority) must be included with the proxy form.
7. If you submit more than one valid proxy appointment, the proxy received last before the latest time for receipt of proxies will take precedence.
8. In order to revoke a proxy instruction, you will need to inform the Company by sending a signed hard copy notice clearly stating your intention to revoke your proxy appointment to **National Office: 10 St. John Road, Wroughton, Wiltshire, SN4 9ED no later than 21st September 2023**. If you attempt to revoke your proxy appointment but the revocation is received after the time specified then, subject to the paragraph directly below, your proxy appointment will remain valid.
9. Communication – Except as provided above, members who have general enquiries about the Meeting should contact **National office by email (admin@bifd.org.uk)**. No other methods of communication will be accepted.

From The Desk Of The Editor

Hayley Bell, Dip. FD, LMBIFD



As we approach the 41st Annual Conference and Gala Dinner, it is with great anticipation and excitement that I write to you today. The event, set to be held in National President, Jem Mead's home county of Wiltshire, promises to be a spectacular occasion, and I cannot wait to see many of our esteemed members over the weekend.

The Annual Conference has always been a cherished tradition for the Institute, providing a platform for our members to come together, exchange knowledge, and strengthen the bonds of our professional community.

As we gather to celebrate Jem's Presidential year, and successful Diploma in Funeral Service candidates, I encourage each one of you to embrace this opportunity to enhance existing friendships, build new connections and continue to elevate our profession.

The growth of our institute and the meaningful impact we make in the lives of those we serve is a testament to the dedication of our members.

In this issue of the BIFD Journal, I would like to extend my heartfelt gratitude to all the advertisers and contributors who have consistently supported our institute. Your commitment to sharing your expertise and insights is what makes our journal a valuable resource for funeral directors across the country. In this issue, you will find a thought-provoking article titled "Family Feuds and Funeral Arrangements" that sheds light on an important aspect of our work. Deputy Editor Lucie Kibbey has also curated a collection of book recommendations.

We're pleased to be able to share more news from around our Regions, Graeme Easton, a respected figure from Region A, and Past President was not only invited to be a part of the awards selection panel at this year's Scottish Funeral Awards but was also entrusted with the significant responsibility of presenting an award. If you have any news that you would like to share with our readers, please email me: journal@bifd.org.uk and I will ensure that it is included in the publication.

As we look forward to the 41st Annual Conference and Gala Dinner, I want to extend my heartfelt thanks to you, dear reader, for your unwavering support and commitment to our profession. Together, we have built a thriving community that continually raises the bar for excellence in funeral directing and educating the profession.

I cannot wait to join you all in Wiltshire and immerse myself in the vibrant discussions, knowledge sharing, and camaraderie that our annual conference always brings. Together, we will continue to strengthen our profession and uphold the highest standards of service for the families we serve.

Hayley

Family Feuds and Funeral Arrangements

Hayley Bell, Editor of The Journal



Arranging a funeral is undoubtedly a challenging and emotional task for anyone. It involves navigating through a myriad of decisions and logistical arrangements during a time of immense grief and loss.

However, when a family feud is thrown into the mix, an already difficult situation can become even more complex and distressing. Family feuds can significantly impact the process of arranging a funeral, creating additional tension and obstacles that can hinder the bereavement process.

In this article, we will explore how family feuds can affect funeral arrangements and offer insights into how we can help families navigate these delicate situations as funeral professionals.



Legal Battles and Ownership Disputes

One of the most common ways family feuds can impact funeral arrangements is through legal battles and grave ownership disputes. When disagreements arise within the family regarding the deceased's estate, it can lead to prolonged court battles and delays in funeral arrangements. Sometimes, family members may contest the will, leading to a lengthy probate process that can drag on for months or even years.

The funeral may remain unarranged during this time, causing immense distress and emotional strain on the family. Moreover, ownership disputes over burial plots or decisions regarding the funeral service can create further tension and animosity among family members. These conflicts can make it challenging for funeral professionals to proceed with the arrangements, as we must navigate around legal battles and conflicting interests.

In such cases, it becomes crucial for funeral professionals to act as mediators and facilitators, helping families find common ground and reach compromises. Our expertise and guidance can help alleviate the burden on grieving families and ensure the deceased receives a dignified farewell.

Communication Breakdown and Decision-Making

Family feuds can also lead to communication breakdown and decision-making challenges. Amid a bitter dispute, family members may refuse to communicate or collaborate, making it nearly impossible to make crucial decisions regarding the funeral service.

Conflicting opinions on burial or cremation, religious or cultural customs, and even the choice of the funeral director can further exacerbate the situation. The lack of consensus among family members can cause significant delays in arranging the funeral, leaving the person who has died in limbo and prolonging the grieving process for the family.



Funeral professionals can be vital in facilitating communication and decision-making during these difficult times. Providing a supportive and empathetic environment can encourage open dialogue among family members and help them find common ground. Additionally, we can offer expert advice on various options, ensuring that decisions are made in the best interest of the deceased and the grieving family.

Emotional Toll on The Family

A family feud during funeral arrangements affects the logistical aspects and takes a significant emotional toll on the family. The already distressing process of grieving and saying goodbye becomes even more challenging when family members are at odds with each other.

Arguments, blame, and unresolved conflicts can intensify feelings of guilt, anger, and sadness, making it difficult for family members to find solace and closure. The emotional upheaval caused by the family feud can overshadow the grieving process and hinder the family's ability to mourn and heal.

Funeral professionals need to approach these situations with compassion and sensitivity. By providing emotional support, we can help the family navigate the complexities of their relationships and offer guidance on conflict resolution. Our presence and expertise can bring the family a sense of calm and understanding, allowing them to focus on their grief and find peace amidst the turmoil.

In conclusion, arranging a funeral is undoubtedly challenging, but when family feuds come into play, the process becomes even more complex and emotionally taxing. From legal battles and ownership disputes to communication breakdowns and emotional turmoil, the impact of family feuds on funeral arrangements can be significant.



However, with the support and guidance of funeral professionals, families can find a way forward. By acting as mediators, facilitators, and emotional pillars, we can help families navigate the obstacles created by family feuds, ensuring that the person who has died receives a dignified farewell and that the bereavement process can commence.

Ultimately, the role of funeral professionals extends beyond the logistical arrangements and into the realm of healing and compassion. By understanding the impact of family feuds, we can support families during their most vulnerable moments, helping them find peace amidst the chaos.

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**MADE IN
BRITAIN**

Deputy Editor's Desk

Lucie Kibbey, Cert. FS, MBIFD

Howdy All,

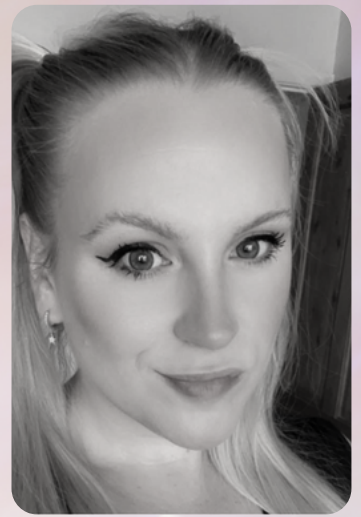
I'm writing this in advance of time due to the impending BIFD AGM 2023!

I do hope all that want to attend have managed to get something booked.

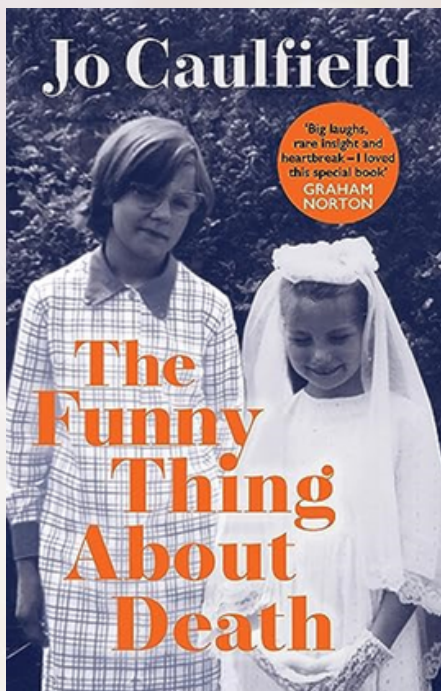
It really is shaping up to be an exceptional end to Mr Mead's reign as President.

As I don't have too much to talk about this edition, I will leave you with some book recommendations for the avid readers among us.

Take care everyone! Until the next one.



Lucie x

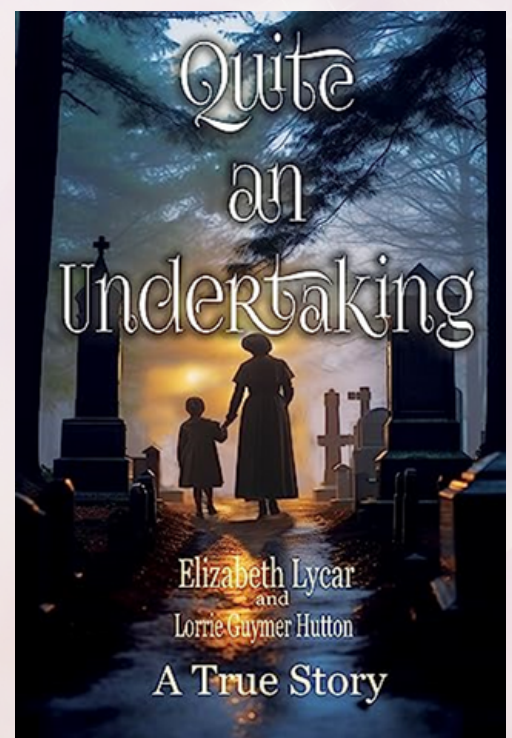


'The Funny Thing About Death'

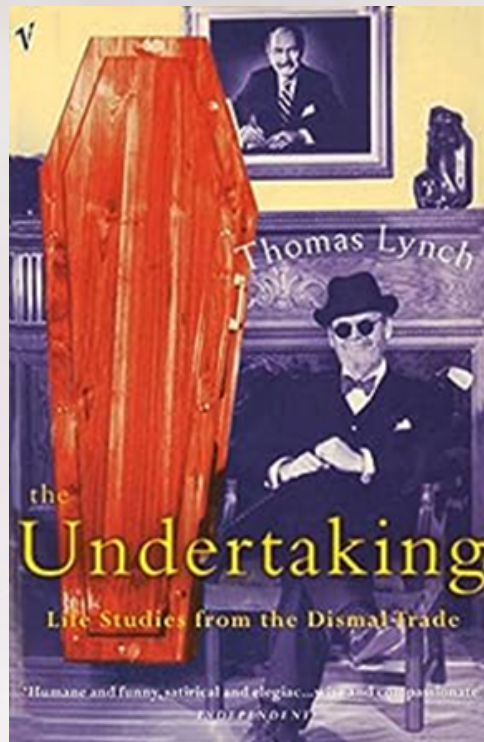
Stand-up comedian Jo Caulfield's hilarious memoir, *The Funny Thing About Death*, is about two unconventional girls growing up in the 1970s. Six years ago, Jo was about to go on stage when she found out that her big sister Annie had cancer. Not the best way to start a nationwide comedy tour.

'Quite an Undertaking'

The Spanish Flu pandemic in 1918 took Violet's young husband, leaving her penniless with a brood of small children. The youngest was not yet one year old, and she was expecting the sixth. Violet and her family had settled in a remote, isolated northern area that was booming and becoming quickly inhabited by optimistic homesteaders—most of them from England. She and her family too, had immigrated from Britain, having just arrived in Canada a few years earlier, also with high hopes for the future. The area was developing at a rapid rate; some said it would eventually be bigger than Chicago, which was the impetus for the growth and development of the railroad. But now her husband, the town's undertaker, was dead and soon after, her unborn baby died. With her hopes dashed, she set to work to build a life for herself and her remaining children. Despite one disaster after another, Violet never lost her sense of humour or her hope. She is an example of a strong woman who personifies perseverance and courage.



Temporarily leaving her family, Violet went south to learn the trade of embalming and operating a funeral home at a time when it was unseemly for a woman to be in business. And it seemed the coroner and others were trying to bankrupt her and take her home and her company. But Vi was tough...she had to be, and sometimes a little bit impulsive, a trait that led to several misunderstandings that affected both Violet and her children adversely.



'The Undertaking: Life Studies from the Dismal Trade'

Like all poets, inspired by death, Lynch is, unlike others, also hired to bury the dead or cremate them and to tend to their families in a small Michigan town where he serves as the funeral director. In the conduct of these duties, he has kept his eyes open, his ears tuned to the indispensable vernaculars of love and grief. In these twelve essays is the voice of both witness and functionary. Lynch stands between 'the living and the living who have died' with the same outrage and amazement, straining for the same glimpse we all get of what mortality means to a vital species. So here is homage to parents who have died and to children who shouldn't have. Here are golfers tripping over grave-markers, gourmands and hypochondriacs, lovers, and suicides



It was a sunny August day and we were on our way to a funeral service in church. Our Rolls Royce Phantom VI was at the front of the cortege, with three limousines following, family vehicles and lorries behind them.

Suddenly, the black Range Rover in front of us mounted the kerb to the left, and a silver car being chased by police was heading straight for it.

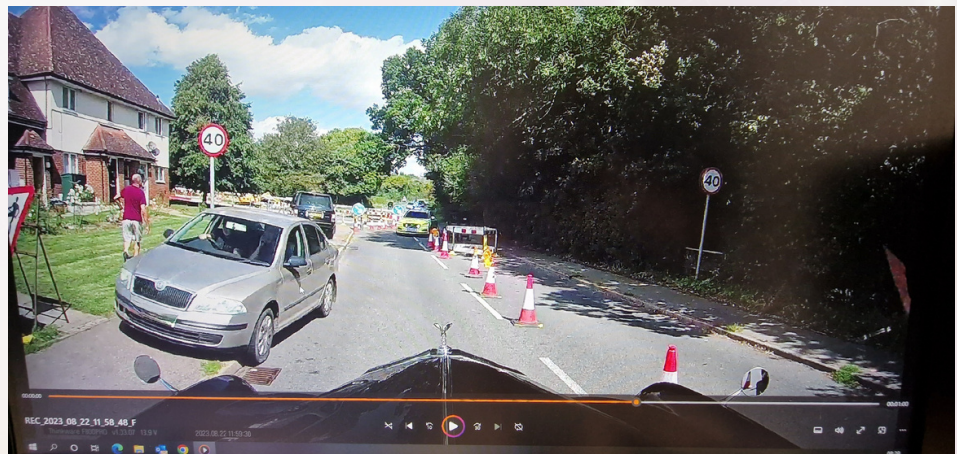
It was a split-second decision for our hearse driver, Jon. He had to decide what to do, with bollards and road works to the right and the kerb to the left. In the end, he stopped the hearse, which was laden with the coffin and full of flowers.

Thankfully, the man walking along hadn't been at the spot seconds before! The car being chased sped along the pavement past the limousines and back on to the road.

We can only hope that the driver was caught and no one was injured. It's a good thing that dash cams are proving to be useful, especially for filming near misses like this.

News From Around The Regions: Region F

CAR CHASE: CAUGHT ON DASH CAM





The Land Rover Defender hearse accommodates the coffin and flowers with 4 available seats for funeral staff, whilst the support vehicle has 7 seats available.



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FIRST JOHN BLENKIRON COMMUNITY FUND SUPPORTS TEN CHARITABLE CAUSES WITH APPLICATIONS OPEN FOR NEXT ROUND OF FUNDING

A Funeral Directors which has been proudly supporting the community for more than 50 years has given grants to ten local causes following the launch of their first ever community fund.

The £20,000 John Blenkiron & Sons Community Fund opened earlier this year with the aim of supporting charities within a three-mile radius of John Blenkiron & Sons Funeral Directors branches in Richmond, Barnard Castle and Catterick.

The successful applicants have now been awarded their grants following an application window in the spring. These include Richmond Refugee Support Group who are using the money for welcome packs for people arriving into the country, 1st Richmond Scout Group who will be spending their grant on outdoor cooking equipment and Richmondshire Dales Amateur Swimming Club who will use it support their disabled team with travel to compete at home and abroad.

Amongst the other recipients were The Witham in Barnard Castle and Hipswell Village Hall in Catterick.

A new cycle of applications is now open, with other causes being invited to apply.

Funeral Partners



The team from John Blenkiron & Sons Funeral Directors present the money to Hipswell Village Hall



James Blenkiron, Regional Development Director Tara Cameron, Annette Clark and David Walker from Richmond Refugee Support Group and Office Manager Jackie Donaldson

Senior Funeral Director Rebekah Taylor has been co-ordinating the fund and hopes to create relationships with the groups they have supported.

“Working with these charities has been absolutely amazing,” she said.

“I’ve always been passionate about supporting the community. We have a lot to offer, not only as a business but also as individuals. We hope that the community fund will enable us to forge lasting relationships where we can offer support and assistance long term. We’re not purely donating money, we are also showing these causes that we do care and we can support you. It’s been great to get to know more about charities we didn’t know about before we launched the fund.”

James Blenkiron is Business Principal for the Funeral Directors which his father set up back in 1968.

“It is really rewarding to know we are giving back to the community,” he said. “I’m so proud we’ve been able to do this.”

Grants will be available to projects which align with one or more of the fund categories which are health, education, employment opportunities and poverty or social deprivation. Applicants must demonstrate they can improve the quality of life for local residents.

Each applicant can ask for a grant between £300 and £1,500, with each entry judged by an impartial panel from John Blenkiron & Sons.

For full terms and conditions, and details about how to make an application visit

<https://www.blenkiron.co.uk/community-fund/>

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“ We very much felt as though the DNA of our business would be respected, that our years in the business and expertise would be valued and, most importantly, our name and reputation would be held in high regard. ”

**Mike Jolly, Business Principal
Eaves Funeral Service**



**Mike Jolly,
Business Principal**

Find out more from former owners about their story so far visit **corporate.funeralpartners.co.uk**



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about selling your business now, or in the future, call:**



**Sam Kershaw,
Chief Executive Officer**
on 07834 531822
sam.kershaw@funeralpartners.co.uk



**Steve Wilkinson,
Mergers & Acquisitions Director**
on 07528 970531
steve.wilkinson@funeralpartners.co.uk

corporate.funeralpartners.co.uk



Your reputation is our reputation



Organ Donation Week is a week-long campaign run by the NHS that takes place every year, with the aim of raising awareness about the ongoing need for organ donors.

The more people they reach, the more people who register their decision to become organ donors after they die, and the more lives the NHS can save.

This year, Organ Donation Week will take place Monday 18th September to Sunday 24th September, but you can register your choices at any time.

WHY IS ORGAN DONATION SO IMPORTANT?

Organ donation is when you decide to give an organ to save or transform the life of someone else. Without such generosity, a lot of people would continue to lose their lives.



**2023 TARGET:
25,000 NEW ORGAN
DONORS**

Donation could enable a family to have more time with their own loved ones, even though you are suffering a loss in your own. This can bring a host of mixed emotions, but it really is the gift of life.

WHO CAN BE A DONOR?

Anyone can register a decision to become an organ donor after death.

To donate organs after death, a person needs to die in hospital in specific circumstances.

- **There is NO age limit to be a donor.**
- **However, certain medical conditions can prevent you from donating.**
- **Smokers and drinkers may also be able to donate.**
- **Having Tattoos does not stop you from being an organ donor.**
- **Race and Ethnicity does not stop you from donating.**



HOW DO I SIGN UP?

You can change your mind at any time. If you have recorded a decision on the NHS Organ Donor Register and want to update your details, change, or reaffirm your decision, you can complete the "amend your details form" or call 0300 123 23 23. Please make sure you share your updated decision with your family.

DO I TELL MY LOVED ONES MY DECISION?

Your family can override your decision if they don't know what you want.

Each year, hundreds of opportunities for transplants are missed because families aren't sure what to do.

Your family will always be consulted about whether you wanted to be an organ donor or not, and clinicians will never proceed with organ donation if your family or loved ones object.

If you want to be an organ donor after you die, it's important that you talk to your loved ones and make sure they understand and support your organ donation decision. You can also register your decision on the NHS Organ Donor Register.

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Prospect Hospice is a local adult hospice and delivers with no charge to patients and their families, care, comfort and confidence, around the clock, every day of the year, to a community of 300,000 people across Swindon, Marlborough and north east Wiltshire. The services costs £7.5million to deliver and being funded only 25% from statutory sources Prospect Hospice relies on fundraising events & activities, the generous donations of the community and local business support, to help raise the income to deliver their care.

Sheryl Crouch, head of income at the hospice said: "We are thrilled to have been nominated by Mead Family Funerals as their chosen charity to support throughout the term that Jem Mead will be President for the British Institute of Funeral Directors. What an honour for us to be the beneficiary of any fundraising while Jem is serving, we are so very proud and humbled to have been chosen."

CELEBRATING EXCELLENCE: HIGHLIGHTS FROM PRESTIGIOUS ANNUAL AWARDS CEREMONY



L-R: Jennifer Young, MBIE, Graeme Easton, MBIE Past National President of BIFD and Kelly McBride, MBIE at the 3rd Annual Scottish Funeral Awards

Hosted on 18 August with the aim of acknowledging the dedication and hard work put forth by funeral industry experts, the Scottish Funeral Awards have quickly become a prestigious platform for honouring those who go above and beyond to support families during their most difficult moments.

This year, Graeme Easton, a respected figure and Past President of the BIFD, was not only invited to be a part of the awards selection panel but was also given the duty of presenting an award. His vast experience and insights brought an extra layer of credibility to the event, underscoring the importance of the Scottish Funeral Awards on a national scale.

The awards covered a diverse array of categories, ranging from "Funeral Director of the Year" to "Innovation in Funeral Services." These categories not only demonstrate the multifaceted nature of the funeral profession but also highlight the innovative strides that are being made within it. From traditional ceremonies to more contemporary approaches, the awards showcased the wide range of options available to families as they bid farewell to their loved ones.

Beyond the awards themselves, the event provided a valuable platform for networking and sharing ideas among professionals. Attendees had the opportunity to connect with like-minded individuals, and exchange insights. This communal atmosphere fosters collaboration and a shared commitment to improving the experiences of grieving families.

As the event drew to a close, the atmosphere was one of both celebration and reflection. The winners stood as a testament to the dedication present within the Scottish funeral profession, and the event highlighted the role of empathy and professionalism in providing comfort to those in need. The 3rd Annual Scottish Funeral Awards served as a reminder that the work of funeral professionals goes far beyond the ceremony itself. It's about guiding families through an emotionally challenging period, providing them with options that respect their wishes and cultural traditions, and ultimately helping them find closure and peace. As the industry continues to evolve, events like these not only honour exceptional individuals and businesses but also inspire the entire sector to reach new heights of excellence.



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MARKETING YOUR FUNERAL HOME USING INSTAGRAM

Eimer Duffy, FIT Social Media

The Funeral industry might not be the first industry you associate with Instagram.

This visual orientated platform is an invaluable tool. Create a supportive community, share your values and promote your funeral home.

Here's how to tap into the vast audience on Instagram using Feed posts, Stories, and Reels.

Instagram Feed Posts for Funeral Homes: Ideas

- **BEHIND-THE-SCENES:** Share snippets of your day-to-day operations to foster transparency.
- **TESTIMONIALS:** Highlight reviews or written notes from families you've supported.
- **SERVICE OFFERINGS:** Introduce new services, packages, or products.
- **CULTURAL PRACTICES:** Showcase different funeral customs and traditions.
- **HISTORY AND LEGACY:** Share photos and stories from your funeral home's past, and embrace its legacy.

Feed Posts: A Marketing Guide

- **FREQUENCY:** 2-3 times a week.
- **ENGAGEMENT:** Respond to comments and direct messages promptly. Engage with posts of businesses and institutions in your community.
- **HASHTAGS:** Use a mix of around 9 hashtags. From industry-related (#FuneralService, #EndOfLifeCare), local geographical hashtags (#YourLocation), trending days and your Funeral home.

Instagram Stories for Funeral Homes: Ideas

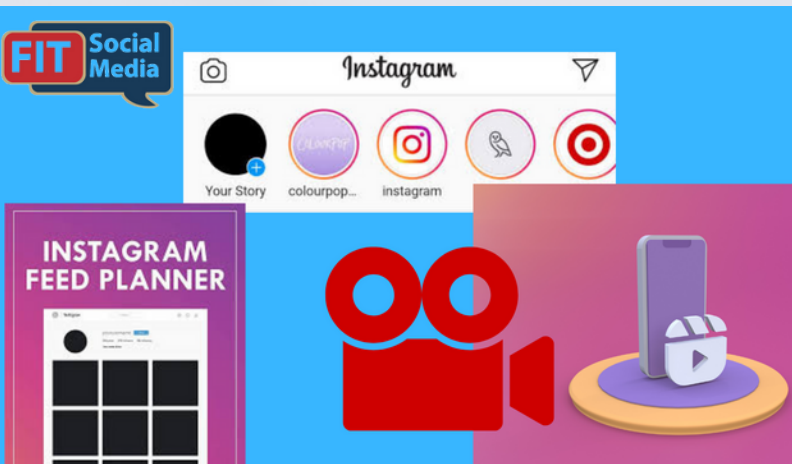
- **EVENT REMINDERS:** Announce upcoming grief counselling sessions, workshops, or memorial services.
- **QUICK TIPS:** Offer advice on grief management, funeral planning, or memorial ideas.
- **BEHIND-THE-SCENES:** Give real-time insights, maybe even a quick tour.
- **POLLS AND QUESTIONS:** Engage your audience by answering questions. Eg: related to funeral planning, myths or grief support.
- **LOCAL COMMUNITY EVENTS:** Highlight events in your community that you're attending or supporting.

Stories: A Marketing Guide

- **FREQUENCY:** Daily or every other day.
- **ENGAGEMENT:** Use interactive stickers like polls, questions, and quizzes to encourage participation.
- **CTAs (Call-to-Actions):** Direct viewers to the links in your Bio for blog posts, event registrations, or your website.

Instagram Reels for Funeral Homes: Ideas

- **SERVICE SPOTLIGHTS:** Use the short format to showcase specific services or packages in a creative way.
- **STORYTELLING:** Share short stories or anecdotes that resonate with your target audience.



- **DIY TIPS:** Offer brief tutorials, such as creating memorial tokens, understanding funeral etiquette.
- **TEAM INTRODUCTIONS:** Let your audience meet the compassionate faces behind the funeral home.

Reels: A Marketing Guide

- **FREQUENCY:** 1-2 times a week.
- **ENGAGEMENT:** Engage with comments and share user-generated content that features your funeral home.
- **MUSIC AND CAPTIONS:** Use the music feature, if it aligns with the content. And always add captions for accessibility.



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In Conclusion:

Instagram offers a diverse range of formats. All there to help Funeral homes connect with families in need, share their story and educate the public. By strategically using Feed posts, Stories and Reels, you can foster trust, community and awareness for your Funeral home. Always ensure your content is valuable and aligned with the sensitivity of the industry.

Remember, success on Instagram isn't just about promoting services. It's about building genuine relationships. So engage, don't just post and ghost. Be authentic and use this platform to show the compassionate heart of your funeral home.

Thank you for joining on the topic of using Instagram to market your Funeral home. If you have any further questions, want to get started or really make the most of your Instagram let me know. Or do you need help in navigating the world of social media, your website or something else, please get in touch, email me on eimer@fitsocialmedia.ie and for more info go to www.fitsocialmedia.co.uk

Looking forward to being at the BIFD conference 20~22 October 2023, hope to see you there!

Thanks for reading.

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Managing Director, Marian Sinclair: Serving families since 2002

TRADITIONS AND ORIGINS OF COFFINS

Lucie Kibbey, Deputy Editor



A coffin is a funerary box used for viewing or keeping a corpse, either for burial or cremation. Coffins are sometimes referred to as a casket, particularly in America.

Any box in which the dead are buried is a coffin, and while a casket was originally regarded as a box for jewellery, use of the word "casket" in this sense began as a euphemism introduced by the undertaker's trade. A distinction is commonly drawn between "coffins" and "caskets", using "coffin" to refer to a tapered hexagonal or octagonal (also considered to be anthropoidal in shape) box and "casket" to refer to a rectangular box, often with a split lid used for viewing the deceased as seen in the picture. Receptacles for cremated human ashes are called urns.

First attested in English in 1380, the word coffin derives from the Old French *cofin*, from Latin *cophinus*, which means basket, which is the Latinisation of the Greek *κόφινος* (*kophinos*), basket.

The earliest attested form of the word is the Mycenaean Greek *ko-pi-na*, written in Linear B syllabic script.

The modern French form, *couffin*, means cradle.



The earliest evidence of wooden coffin remains, dated at 5000 BC, was found in the Tomb 4 at Beishouling, Shaanxi. Clear evidence of a rectangular wooden coffin was found in Tomb 152 in an early Banpo site. The Banpo coffin belongs to a four-year-old girl; it measures 1.4 m (4.6 ft) by 0.55 m (1.8 ft) and 3–9 cm thick.



A coffin may be buried in the ground directly, placed in a burial vault or cremated.

Alternatively, it may be entombed above ground in a mausoleum, a chapel, a church, or in a loculus within catacombs. Some countries practice one form almost exclusively, whereas in others it may depend on the individual cemetery.

Cultures that practice burial have widely different styles of coffins. In Judaism, the coffin must be plain, made of wood and contain no metal parts or adornments. These coffins use wooden pegs instead of nails. All Jews are buried in the same plain cloth shroud from shoulder to knees, regardless of status in life, gender, or age.

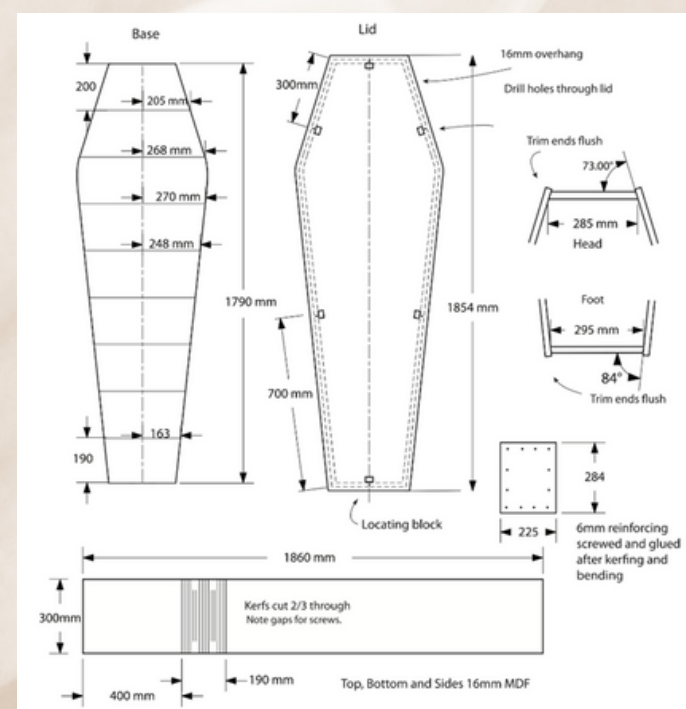
In China, coffins made from the scented, decay-resistant wood of cypress, sugi, thuja and incense-cedar are in high demand. Certain Aboriginal Australian groups use intricately decorated tree-bark cylinders sewn with fibre and sealed with adhesive as coffins. The cylinder is packed with dried grasses.

Sometimes coffins are constructed to permanently display the corpse, as in the case of the glass-covered coffin of the Haraldskær Woman on display in the Church of Saint Nicolai in Vejle, Denmark or the glass-coffin of Vladimir Lenin and Mao Zedong, which are in Red Square, Moscow and Tiananmen Square, Beijing, respectively.

When a coffin is used to transport a deceased person, it can also be called a pall, a term that also refers to the cloth used to cover the coffin while those who carry a casket are the pallbearers.

Coffins are traditionally made with six sides plus the top (lid) and bottom, tapered around the shoulders, or rectangular with four sides. Another form of four-sided coffin is trapezoidal (also known as the "wedge" form) and is considered a variant of the six-sided hexagonal kind of coffin.

Continental Europe at one time favoured the rectangular coffin or casket, although variations exist in size and shape.



The rectangular form, and the trapezoidal form, is still regularly used in Germany, Austria, Hungary, and other parts of Eastern and Central Europe, with the lid sometimes made to slope gently from the head down towards the foot. Coffins in the UK are mainly like the hexagonal design, but with one-piece sides, curved at the shoulder instead of having a join.

In Medieval Japan, round coffins were used, which resembled barrels in shape and were usually made by coopers. In the case of a death at sea, there have been instances where trunks have been pressed into use as coffins. Coffins usually have handles on the side so they will be easier to carry.

Some manufacturers offer a warranty on the structural integrity of the coffin. However, no coffin, regardless of its construction material (e.g., metal rather than wood), whether it is sealed, and whether the deceased was embalmed beforehand, will perfectly preserve the body.

In some cases, a sealed coffin may speed up rather than slow down the process of decomposition. An airtight coffin, for example, fosters decomposition by anaerobic bacteria, which results in a putrefied liquefaction of the body, and all putrefied tissue remains inside the container, only to be exposed in the event of an exhumation. A container that allows air to pass in and out, such as a simple wooden box, allows for clean skeletonisation. However, the situation will vary according to soil or air conditions, and climate.

Coffins are made of many materials, including steel, various types of wood, and other materials such as fiberglass or recycled kraft paper. There is emerging interest in eco-friendly coffins made of purely natural materials such as bamboo, willow, or banana leaf. In the latter part of the 19th century and the early part of the 20th century in the United States, glass coffins were widely sold by travelling salesmen, who also would try to sell stock of the companies making the coffins.

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and show it to the world
something so amazing
needs to blossom and unfurl

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keep it burning bright
let that fire guide you
let it warm you through the night

Take the love you share with me
and spread it out with gladness
my life will not have been in vain
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Take the love my darling
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grow that love forevermore
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LAURELO PROBATE: PREVIOUS WINNER, NOW FINALIST FOR THE PRESTIGIOUS BRITISH WILLS & PROBATE AWARDS- 'PROBATE PROVIDER OF THE YEAR'

Laurelo Probate, a self-proclaimed National trailblazer in the legal sector is elated to announce its selection as a finalist at the British Wills & Probate Awards in the category of "Probate Provider of the Year, (South)." This recognition comes on the heels of their triumphant victory in the same category last year and their additional win at The 'Probies' Awards for Best small Probate Law Firm in 2022.



The Laurelo Team collecting their award at The British Wills & Probate Awards 2022

Laurelo isn't just a company; it's a beacon of compassion, transparency, and unwavering support during one of life's most challenging moments. Their journey began with a personal commitment from the Founder, spurred into action by a negative probate experience within their own family. This commitment laid the foundation for Laurelo's guiding principles: families first, transparent costs, and clear communication.

In an area where grief isn't confined to 9-5, Laurelo stands strong with their 24/7 support, providing comfort to families in their times of need. From in-home meetings to a comprehensive range of personalised support channels, including a free advice line, Laurelo walks families through the probate process with empathy and unwavering dedication.

The accolades that Laurelo has gathered along their journey tell a powerful story. The team's dedication to excellence and compassionate service has led to not one, but two national industry awards. These accolades, combined with their affiliation with the NAFD, FSA and SAIF trade bodies, solidify their position as a trusted industry leader.

"We stand at a remarkable juncture. Last year, we proudly accepted the British Wills & Probate Award for 'Probate Provider of the South.' As we find ourselves nominated again amidst tougher competition, we are humbled and incredibly fortunate to be recognised again"

~Emma Knewstub, Co-Director of Laurelo.

This nomination underscores Laurelo's ongoing commitment to fostering change within an industry that demands a guiding hand with a personal touch. Their family-centric approach and tireless efforts to simplify and humanise the probate process has been acknowledged as they stand poised to potentially reclaim their title.



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