

Minutes of Cemetery Committee 11th August 2016

Present: Councillors A Bailey, M Harriman, M Lightwood, M Jones (Assistant)

S Baxter(Clerk)

Apologies: B Blackmore, M L Roberts

1. Councillor Andrew Bailey was proposed and seconded as Chair and duly appointed.
2. Terms of Reference were looked at. S Baxter highlighted certain clauses to take back to full Council for agreement.
3. The Notes of the previous Meeting were agreed a true record and reviewed.
4. S Baxter and M Jones gave an update on progress of items agreed as forward work at the previous meeting: namely quotations obtained in respect of making a footpath by the boundary hedge, for creating a composting area near the main gate, and for tidying the boundary hedges and shrubs.
5. These quotations were examined and discussed. Agreed to take quotations to Full Council asking for their approval to proceed, after obtaining a further quotation for the footpath (Clerk to action) M Jones will advise J Twiss of timing. S Baxter to obtain a quotation for the tidying of the roof of the cemetery building and advice as to its condition.
6. S Baxter stated she would take photographs of the boundary hedge area to Full Council as there had been some concerns raised at the July meeting about the need for this. M Jones was asked to provide a plan of the graves and proposed footpath for the next full Council meeting.
7. S Baxter outlined advice that had been obtained from ICCM concerning procedures for dealing with leased plots that had been granted pre 1974. The advice was that the burial authority may after a period of 75 years have elapsed and the rights have not been exercised notice can be served to take back the plot. M Jones has identified around 13 such graves. Agreed: that a process be written up and followed to contact the grantees to advise them. M Jones advised that any post 1974, the time of 99 years must have elapsed.
8. S Baxter explained that the Charges that had been reviewed and agreed at the previous meeting had not been to Full Council for approval. This will take place on 2nd September and after that M Jones can implement them.
9. M Jones raised issue of a grave being reopened and the specific requests of the grave owner in reopening. This had led to a larger than usual charge from the grave digger. Agreed M Jones to advise grave owner of costs and charges.
10. M Jones raised issue of ongoing 'vandalism' or interference with a grave which the police are aware of. After discussion it was resolved that it is a civil matter, the council has no involvement. M Jones will monitor in case what is put on the grave is in breach of regulations.
11. S Baxter advised of grass cutting issue and that a meeting had taken place with the main contractor and a specification issued for the grass cutting and frequency.

12. M Jones had devised a revised Guidance for grave owners.

13. The meeting ended with a walk around the Cemetery.