

**MINUTES OF THE MEETING OF THE CEMETERY AND GROUNDS
SUB-COMMITTEE HELD ON WEDNESDAY 18TH MAY 2022**

Present: Councillor J Lee (Chair)
Councillors L Birkett, W S Day, L Morton and A Robson

Staff: Mrs G M Crute (Parish Clerk); Mrs K Hall (Admin Assistant);
Mr W Hunter (Cemetery Superintendent)
Mr J Delanoy and J Stout

C&G **Election of Chairman**

22/23/001 A nomination was received for Councillor J Lee
AGREED: that Councillor be ELECTED as Chairman for the
forthcoming year.

C&G **Election of Vice Chairman**

22/23/002 A nomination was received for Councillor W Day.
AGREED: that Councillor Day be ELECTED Vice-Chairman for the
forthcoming year.

C&G **Apologies for Absence**

22/23/003 There were no apologies for absence.

C&G **Declaration of Interest on Items on the Agenda**

22/23/004 There were no declarations of interest

C&G **The Minutes of the Meeting held on 16th March 2022**

22/23/005 The minutes were NOTED.

*The Chairman moved the agenda item on Cemetery Mapping –
New Section forward due to the attendance of John Delanoy and
Julie Stout*

C&G **Cemetery Mapping – New Section**

22/23/006 The Clerk advised Mr Delanoy, funeral director, was in attendance
to give his opinion on the setting out of the new section in the
cemetery. Mr Delanoy requested that the Council give
consideration to allow double depth plots in the new section and
also suggested that the plots could be set out with one row to
have headstones and the other footstones which would assist with
digging of graves and easier access for keeping the area
maintained. Mr Hunter, Cemetery Superintendent, advised that as
the Parish Council had grave shoring this would not be a health
and safety issue and the Parish Council could provide double depth
plots. He also felt that the suggestion with regard to headstones
and footstones would allow easier access for both preparing and
maintaining graves.

Members discussed in great detail the proposal and agreed that
the opening of the new section would provide an ideal opportunity
to offer double depth graves to residents.

Mr Delanoy also suggested that Section H was not being fully
utilised at present and could potential be marked off with a

footpath. Mr Hunter advised that the section already had two sections and a footpath could be installed between the two sections.

The Clerk advised that costs would need to be considered by the full parish council prior to commencement of the new section.

RECOMMENDED: that

- i) the new section be set out with alternate rows of headstones and footstones;
- ii) that double depth plots be made available;
- iii) charges to be reviewed for the cost of a double depth grave;
- iv) Costings be obtained for a footpath between Section G and H.

The Chairman thanked Mr Delanoy and Ms Stout for their attendance and they then left the meeting.

C&G
22/23/008

Matters Arising

- The Clerk advised she had written to the owner of Sea View House with regard to the Heras Fencing but to date had not received a reply.
- A Member requested that when the new planters were purchased that the older planters could be utilised in the bottom half of cemetery and replace the flower beds. Members felt that this was a good idea
- The Cemetery Superintendent advised that a privet hedge would not grow behind a hawthorn hedge

RECOMMENDED that:-

- i) the information given, be NOTED
- ii) that once new planters had been purchased the old ones be re-located to the cemetery to replace the flower beds at the bottom of the cemetery

C&G
22/23/009

Cemetery and Grounds Update

The Cemetery Superintendent update Members on the following:-

- Grasscutting and grounds maintenance was all update
- There had been a higher number of funerals this year than in previous years with 7 so far this year not including ashes and another two funerals for next week
- This would be the last year for the current supplier for the hanging baskets. Another way forward would be required for next year.
- The Cemetery Superintendent updated Members on the work that had been identified at the last meeting and the current position with what work had been completed.

RECOMMENDED that:

- i) the information given, be NOTED;

- ii) the Clerk and Cemetery Superintendent review the best way forward for hanging baskets for next summer

C&G
22/23/010

Cemetery Mapping – Electronic Mapping

The Clerk advised that she had contacted Pear Technology with regard to digitalising the cemetery maps. In the first instance we could provide photographs of our old maps and provide details on how we would require the new section to be marked out. Mr Hunter advised that he was able to provide a paper map of the new section.

RECOMMEND: that the Clerk move forward with the digitalising of the maps with Pear Technology as above.

C&G
22/23/011

Review of Rules of Management

The Clerk advised on previous issues with the width of some of the coffins/caskets that were being received. Members felt that details should be provided as to the size of the grave space and details of the maximum size of the coffin/casket that would be allowed for interment.

RECOMMENDED: that the Clerk work with the Cemetery Superintendent to amend the rules of management to include the sizes of grave spaces, maximum coffin size prior to approval by the Parish Council.

C&G
22/23/012

Playground Inspection Reports

The Clerk updated Members on the works identified that had been actioned. She requested Members give consideration to the Overhead Rotator play equipment that had been identified as being loose in the ground. The Cemetery Superintendent advised that they regularly reset this piece of equipment. The Clerk advised that this was on of the older pieces of play equipment and consideration be given to its removal and a piece of new equipment could be considered when applying for future Section 106 funding.

RECOMMENDED that:-

- i) the Overhead Rotator be removed;
- ii) a new piece of play equipment be considered as part of a future Section 106 funding application.

C&G
22/23/013

Date and Time of Next Meeting

The next meeting held on site on Wednesday 20th July at 11.00 am to meet at the Village Green.

CERTIFIED TRUE RECORD

CHAIRMAN

DATE

