

CEMETERY COMMITTEE

Minutes of the meeting of the Cemetery Committee held at 6.30pm on Thursday 5th April 2007 at the Cemetery. Councillors Barber (Chair) Blessett, Fisk, Wallis and Lindfors-Windsor with the Clerk, Mrs S Kostyrka. No members of the public were present.

- 019 Apologies for absence** – Cllr Auger did not attend.
- 020 To receive declarations of interest, if any** – None.
- 021 To adopt the Minutes of the previous meeting held on 16th November 2006 and to report on any matters arising not included on the agenda.**
The Clerk confirmed that the painting of the cemetery fence was ongoing and that the PCC had given permission to also paint the fence alongside the boundary of the church yard. The Clerk will ask the Community Team to level the graves as this has still not been started. It was noted that the removal of the playground hard standing was now complete and a bill had been forwarded to SKDC. The ground had now been levelled and grass seed sown. It was then proposed by Cllr Blessett, seconded by Cllr Barber and carried that the minutes of the meeting held on 16th November 2006 be adopted and they were duly signed by Cllr Barber.
- 022 To consider the proposed Cemetery Regulations and to make recommendations to Council.**
It was proposed by Cllr Barber, seconded by Cllr Fisk and carried that the overview of the cemetery regulations be recommended to Council for adoption. This will be sent to the undertakers for completion and return by the person instructing them to make the funeral arrangements. The Cemetery Regulations are attached at Appendix 1 to this document.
- 023 To receive a report on the cemetery risk assessment, and to make any recommendations accordingly.**
Cllr Barber and the Clerk had previously undertaken a risk assessment of Sections D and E of the cemetery. It was recommended that the broken fence posts be repaired and had already been reported to Mr Fenny at SKDC. The back board is to be replaced on the notice board. The bench is to be rubbed down and painted, and the Community Team will be asked to weed and level the paving slabs in the pathway.
- 024 To receive a report on the ongoing work of the Community Team.**
The Community Team continue to attend for four hours on most Mondays. Since the last meeting they have been painting the grey galvanised fencing black and also redistributing the soil to top up the sunken graves in the old part of the cemetery. They have also helped to empty the rubbish bins and continue with weeding and pruning. It is hoped that they will soon be able to make a start on the levelling and seeding of the graves.
- 025 To receive a report on the maintenance of the old cemetery and the contractor management.**
The contractor had attended and made a start on the first cut of the season which was satisfactory. The contractor had been asked to remove the contents of the compost bins as the ivy had not composted down. The Clerk had produced a Contractor Inspection check list and Cllr Lindfors-Windsor had agreed to make a monthly inspection. The Old Cemetery Maintenance Inspection Sheet is attached at Appendix 2 to this document.
- 026 To conduct a general inspection of the Cemetery and to make any recommendations to Council.**
It was recommended that the cemetery water tap be refurbished. It was observed that the ongoing work of the Community Team was making an impact on the appearance in the cemetery, and the Clerk was asked to write and thank them.
- 027 To report on the budget situation.**
Projected expenditure to the end of the financial year is expected to be on target at £3750. The projected income of £600 currently stands at £2195.00. The Clerk confirmed that the Cemetery Budget for maintenance and misc items for 2007-8 was set at £6000.00.
- 028 Date of next meeting.**
Thursday 9th August 2007 Precept preparation meeting

There being no further business, the meeting was closed at 7.13pm