

**MINUTES OF A MEETING OF THE BURIAL GROUNDS COMMITTEE
OF BARTON-LE-CLAY PARISH COUNCIL HELD AT THE PARISH OFFICE ON
MONDAY 24th SEPTEMBER 2018 COMMENCING AT 8.00PM**

Present: Councillors Mrs B Thomas (Vice-Chair), Mrs G Gardner, Mr J Paxton, Mr L Davison-Williams (*ex-officio*), Mr D Gunter (*ex-officio*)

In Attendance: Mrs C Callen (Parish Clerk, Mrs S Cowie (Assistant Clerk)

Minutes: Mrs S Cowie

18/191 APOLOGIES FOR ABSENCE. –Councillor Channon

18/192 SPECIFIC DECLARATIONS OF INTEREST – None

18/193 MATTERS ARISING

At the meeting on 30th July members were advised that a memorial bench located in the burial ground was in a poor state of repair. Following consultation with the family an assessment of the bench was undertaken and quotation for repair provided. The contractor advised that the bench required extensive repair and following this assessment the family requested that the bench be returned to them.

18/194 APPROVAL OF THE MINUTES OF THE COMMITTEE MEETING HELD ON 30th JULY 2018

Councillor Thomas **PROPOSED** approval of the minutes of the burial grounds committee meeting held on 30th July 2018, **SECONDED** by Councillor Gunter, 4 in favour with 1 abstention.

18/195 TO ACKNOWLEDGE THE BURIAL GROUND INSPECTION OF 11TH SEPTEMBER 2018

Acknowledged however It was noted that the Groundsman had not signed the inspection form. **ACTION: Groundsman to sign form**

18/196 TO ACKNOWLEDGE THE CHURCHYARD INSPECTION OF 11TH SEPTEMBER 2018

During the regular inspections the Groundsman has made note that a section of the concrete path in the churchyard is in a poor state of repair. Councillor Thomas has also inspected the concrete pathway and identified an area which needs attention. She further advised that the paving slabs to the ashes area are not level and need to be reset. A faculty may be required from the diocese before work can be carried out, members asked the Assistant Clerk to contact the church to check and arrange quotes for the repairs. To be discussed at the next committee meeting. **ACTION: Assistant Clerk to establish whether a faculty is required and arrange quotations for repair of section of pathway and resetting of paving slabs.**

18/197 TO APPROVE REQUEST FOR MR DAVID COPE TO LEAD THE REMEMBRANCE SUNDAY ORDER OF SERVICE

In past years Mr David Cope has lead the Remembrance Sunday service at the War Memorial. Councillor Thomas **PROPOSED** that Mr Cope be invited to lead this years service at the War Memorial this was **SECONDED** by Councillor Gardner and **UNANIMOUSLY CARRIED**.

18/198 TO APPROVE THE 2018 REMEMBRANCE SUNDAY ORDER OF SERVICE

A copy of the order of service was circulated to members prior to the meeting. The poem has been replaced with 'A Tribute to the Millions' which has been supplied by Bruno Peek, Pageant Master for the WW1 100 year commemorations. Councillor Thomas **PROPOSED** the Remembrance Sunday Order of Service be Approved, **SECONDED** by Councillor Gunter and **UNANIMOUSLY CARRIED**.

18/199 UPDATE ON 100 YEAR BATTLE COMMEMORATION AND AGREE PLANS FOR EVENT

The Assistant Clerk is arranging a meeting with St Nicholas church Rev Johnson, Royal British Legion, Church Wardens, Barton Historical Group and the Parish Council to agree the final plans for the Beacon Lighting event on the evening of Sunday 11th November. Councillor Gardner and Davison-Williams advised that they would be available to attend. **ACTION: Assistant Clerk to confirm meeting date and time and compile agenda for the meeting.**

18/200 TO CONSIDER/APPROVE QUOTATION FOR HEDGE CUTTING IN THE BURIAL GROUND

A quotation from Reynolds Landscaping for the cutting the hedge at the burial ground was considered by members. The Assistant Clerk has also met with Mr Horner to discuss ongoing maintenance of the hedgerow and his recommendations were circulated to members for consideration. Councillor Gardner queried whether any restrictions were put in place when planning permission was granted as the Parish Council had to have the planting scheme approved prior to works being carried out. This included the planting of local varieties of hedging and trees. It was noted that the burial ground is enclosed by a perimeter fence and any reduction in the hedge height would need to take the fence height into account. Members felt it was important to check the planning approval conditions before making any decision and asked that the original planning application and decision notice be checked. **ACTION: Planning application with decision notice to be located, decision regarding the works to the hedgerow to be agreed at the next committee meeting.**

18/201 TO CONSIDER REQUEST FOR ADDITIONAL MEMORIAL ON GRAVE SPACE

A request has been received from Neville Memorials for an additional memorial to be placed within a gravespace. Two options were provided by the Funeral Director, the first to add a wedge plaque to the base of the existing memorial, the second to erect a flat plaque in the gravespace. Councillor Thomas pointed out regulation point 9.4 which allows an additional plaque to be placed and following discussion members agreed that the wedge plaque was the preferred option. Councillor Thomas **PROPOSED** that permission be granted to erect an additional wedge plaque to the base of the existing memorial, plaque size to be in accordance with the parish Councils Memorial Regulations. This was **SECONDED** by Councillor Gunter and **UNANIMOUSLY CARRIED**.

18/202 TO ACKNOWLEDGE RECEIPT OF THE ICCM MAGAZINE, AUTUMN ISSUE

This was acknowledged. Members were advised that a copy of the magazine is available from the Parish office.

18203 ANY OTHER BUSINESS OF AN URGENT NATURE OR FOR INCLUSION ON NEXT AGENDA

Members requested that the policy and prices for Sharpenhoe residents to be buried in Barton Burial Ground be considered at the next committee meeting. It was noted that the cherry tree in the middle of the burial ground is rather low and needs the crown lifting, quotation to be sought.. Mr Horner to be asked for a quotation to remove the hedging on the burial ground extension site to ensure that future maintenance can be carried out. Items to be included in the next committee meeting.

The meeting closed at 8.45pm