

**MINUTES OF A MEETING OF THE BURIAL GROUNDS COMMITTEE  
OF BARTON-LE-CLAY PARISH COUNCIL HELD AT THE PARISH OFFICE  
ON MONDAY 24<sup>th</sup> JUNE 2019 COMMENCING AT 7.30 pm**

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

**Attending:** Mrs S Cowie (Assistant Clerk)

**Minutes Taken by:** Mrs S Cowie

**19/089 APOLOGIES FOR ABSENCE** – None, all present

**19/090 SPECIFIC DECLARATIONS OF INTEREST** – None

**19/091 MATTERS ARISING**

A resident has raised concerns over a tree which is overhanging graves in the burial ground. It is believed that the tree is dead and the resident is concerned that branches could fall onto headstones. UK Power Networks visited to the office to advise that they wish to carry out tree works to reduce and remove trees close to the power lines. The work would include removing the tree mentioned by the resident. UK Power Networks have been asked to consult with Central Bedfordshire Council's Tree officer regarding the necessary consent for tree works within a conservation area and to put their request in writing to the Parish Clerk.

**19/092 APPROVAL OF THE MINUTES OF THE BURIAL GROUNDS COMMITTEE HELD ON 18<sup>th</sup> MARCH 2019**

Councillor Channon **PROPOSED** approval of the minutes of the Burial Grounds meeting held on 18<sup>th</sup> March 2018, **SECONDED** by Councillor Thomas and **UNANIMOUSLY CARRIED**.

**19/093 TO CONSIDER/APPROVE QUOTATION FOR REPAIR OF BURIAL GROUND SIGN**

Quotations to repair the damaged hole in the wooden surround of the Burial Ground sign and to fill the cracks with strips of oak were discussed. Following discussion Councillor Channon **PROPOSED** the quotation from David Casey to repair small hole using quality filler and sand down at a cost of £60.00 and to repair splits in the timber using oak strips at a cost of £360.00 be accepted. The proposal was **SECONDED** by Councillor Thomas and **UNANIMOUSLY CARRIED**.

**19/094 TO CONSIDER/APPROVE QUOTATION FOR SOUND SYSTEM AT THIS YEAR'S REMEMBRANCE SUNDAY SERVICE AT THE WAR MEMORIAL**

Councillor Channon **PROPOSED** the quotation from TLG Electrical to supply 4 speakers, 1 radio microphone, 1 amplifier and 3 battery packs at a cost of £165.00 be accepted, **SECONDED** by Councillor Thomas and **UNANIMOUSLY CARRIED**.

**19/095 UPDATE ON ROAD CLOSURE FOR REMEMBRANCE SUNDAY**

Central Bedfordshire Council are asking all Parishes to confirm whether a road closure for Remembrance Sunday is required. The Police have confirmed that they are not able to help with the road closure however once it has been issued it is enforceable by the Parish Council. Councillor Channon **PROPOSED** that that the Parish Council should apply for the road closure and then appeal for help to enforce it, this was **SECONDED** by Councillor Paxton and **UNANIMOUSLY CARRIED**. **ACTION:** Assistant Clerk to seek advice regarding the supply of barriers and signage.

**19/096 TO CONSIDER INVITING A REPRESENTATIVE OF THE LORD LIEUTENANT OF BEDFORDSHIRE TO BARTON'S REMEMBRANCE SUNDAY SERVICE**

Councillor Channon **PROPOSED** that the Parish Council extend an invitation to the Lord-Lieutenant's office to attend Barton's Remembrance Sunday services on 10<sup>th</sup> November 2019, **SECONDED** by Councillor Paxton and **UNANIMOUSLY CARRIED**

**19/097 TO APPROVE A BUGLER TO PLAY THE LAST POST AT THE REMEMBRANCE SUNDAY SERVICE**

Councillor Channon **PROPOSED** that the bugler be asked to play The Last Post at this year's service, if he is available. This was **SECONDED** by Councillor Paxton and **UNANIMOUSLY CARRIED**.

**19/098 TO REVIEW THE RISK ASSESSMENTS AND AGREE ACTION PLAN**

The Risk Assessments and Action Plans were reviewed by the committee. It was noted that the Assistant Clerk will be attending a Cemetery Management Course later in the year and would at that time identify any relevant courses/training relating to headstone wobble testing. Councillor Channon **PROPOSED** approval of the Action Plan with amendment to sheet 3, Control of hazardous substance to read "provide for any necessary training (COSHH training due 2019/20), **SECONDED** by Councillor Gardner and **UNANIMOUSLY CARRIED**.

**19/099 TO AGREE STRATEGY FOR THE BURIAL GROUND**

Following the committee meeting in March Councillor Channon has calculated the total area of the burial ground, the area already in use and potential area left for burials. Councillor Channon confirmed that he is now working to compile a strategy document which will include a projection of the burial usage.

**19/100 TO ACKNOWLEDGE RECEIPT OF THE ICCM SUMMER MAGAZINE**

Acknowledged.

**19/101 ANY OTHER BUSINESS OF AN URGENT NATURE OR FOR INCLUSION ON THE NEXT AGENDA**

There was none

The meeting closed at 8.21 pm