



STOTFOLD TOWN COUNCIL

Order of meetings 16th May 2018:

7.00pm WALKABOUT MEMORIAL HALL

7.00pm Cemetery Management

8.00pm Buildings Management

8.30pm Town Enhancement

Dear Councillor,

You are hereby summoned to attend a meeting of the Cemetery Management Committee, on Wednesday 16th May 2018, at 7.00pm, in the Council Chamber, Greenacre Centre, Stotfold

AGENDA

1. **Election of Chairman**
2. **Election of Vice-Chairman**
3. **Apologies for absence**
4. **Disclosures of Members Interest on matters contained in this agenda**
Members are reminded that if at any time during the meeting they feel they have an interest in an item being discussed, they should declare it at that point.
5. **Public participation – questions, comments and responses**
Up to 3 members of the public are given 3 minutes each to speak on any item relating to this Committee.
6. **Clerk's Report, correspondence received and matters arising for information**
See Agenda Report.
7. **New Garden of Rest Tender**
For information, two tenders to contract for the new Garden of Rest have been received. The pre-qualification scoring process is being arranged with Cemetery Development Services Ltd, to be followed by pre-selection interviews.
8. **Additional Garden of Rest – between current 'top' garden of rest and the telecommunications mast**
As per the last meeting, Members are asked to consider the idea of using the space between the current 'top' garden of rest and the telecommunications mast as a below ground ashes interment area, similar to the garden of rest at the bottom of the Cemetery. Members are asked to consider employing a company to produce the specification in order that quotes for the work can be obtained. It should be noted that available ashes interment space is now become extremely limited, and so this suggestion is being put forward as an additional, but interim space until the matter of the new 'walled' garden of rest and potential repair to the existing 'new' garden of rest can be resolved.
9. **Funding for projects**
With the numerous large projects currently being considered at the Cemetery, Members are asked to consider how these might be funded, as currently all are funded from income received through Cemetery charges and the telecommunications mast rental. Options could include grants, although for the larger scale projects, timing of obtaining tenders and getting grants approved is difficult; or seeking funding through developers – the town is currently experiencing an increase in planning applications for larger scale developments, therefore there is scope to use the S106 contributions to aid Cemetery project funding.

10. **To consider actions to be taken from the inspection of the Cemetery following the walkabout, carried out by Councillor Pickering.**
11. **Items for information purposes, relevant to this Committee only**

Kate Elliott-Turner

**Kate Elliott-Turner
Town Clerk**

11th May 2018

To: Members of the Cemetery Management Committee: Councillors Collier, Cooper, Mrs Cooper, Dhaliwal, Mrs Hyde, Pickering and Saunders. All other Councillors for information only

AGENDA REPORT

CEMETERY MANAGEMENT COMMITTEE

AGENDA ITEM 6	Meeting date: 16th May 2018
Clerk's Report, Correspondence Received & Matters Arising for Information	
<u>Matters Arising</u> Minute 6/18 – awaiting receipt of basic specification to 'make good' the current Garden of Rest from Councillor Cooper.	
Decision required: n/a	
Expenditure required: n/a	