



# STOTFOLD TOWN COUNCIL

## **Councillors:**

You are hereby summoned to attend the Cemetery Management Committee meeting to be held in the Council Chamber, Greenacre Centre, Stotfold on **Wednesday 17<sup>th</sup> November 2021 at 7.20pm**, for the purpose of transacting business detailed in the agenda.

## **Members of the public:**

Members of the public are invited to observe the meeting and may participate at the 'public participation' agenda item. As per Standing Orders, if you wish to speak, you must notify the Town Clerk of your intention prior to the start of the meeting; max 3 people with 3 minutes to speak each (contact in advance [enquiries@stotfoldtowncouncil.gov.uk](mailto:enquiries@stotfoldtowncouncil.gov.uk) or 01462 730064 or you will be asked at the appropriate point in the agenda if unable to give prior indication).

**The Greenacre Centre remains a Covid-Secure community centre, and therefore, although not mandatory, we recommend that face coverings remain in place unless speaking, and that social distancing is maintained.**

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## AGENDA

1. [Apologies for absence](#)
2. [Disclosures of Members Interests and Dispensations](#)
  - a) Members to declare interests in respect of any item on the agenda
  - b) Proper Officer to consider written requests from members for dispensationsMembers 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.
3. [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, subject to having previously notified the Clerk of their wish to do so. Order of speakers will be in order of notification.
4. [Clerk's Report, correspondence received and matters arising for information](#)

Nothing to report as at production of agenda.
5. [Executive action – memorial bench](#)

**To note** executive action taken by the Clerk in consultation with the Vice-Chairman to permit the siting of a memorial bench in a location not identified on the Memorial Bench Plan. This bench would be close to the location of a family burial plot, and there is sufficient space in which to site it. Also **to consider** adding a further memorial bench location, as shown on the attached plan.
6. [Walled Garden of Rest planting](#)

**To consider** a quote from the Landscape & Grass Cutting Contractor to purchase and plant shrubs in the Walled Garden of Rest £525 plus vat – quote attached for members.

7. **Tree works**  
**To consider** quotes to carry out tree works identified in the recent tree inspection. Separate quotes for 'red' (urgent) works, and 'amber' medium level works.
8. **Consultation on Environmental Permitting (England and Wales) Regulations 2016**  
**To consider** making a response to the Government's (DEFRA) consultation to update the above Regulations, which aim to improve the way in which groundwater activities, and some related surface water discharge activities are regulated. The DEFRA consultation affects all burial authorities, and existing cemeteries/burial grounds. It also states that if implemented, the proposals under consultation could reduce remaining burial capacity by up to 50%. A copy of the consultation document is provided for members, together with NALC's guidance document, and request for consultation responses to also be forwarded to them. Deadline for responses – Government 22<sup>nd</sup> December, NALC 27<sup>th</sup> November to help them form their response.
9. **Cemetery inspection**  
**To note** Councillor Mrs Hyde's cemetery inspection report, and **to action** any identified works.
10. **Items for information purposes, relevant to this Committee only**

*KA Elliott-Turner*

**Mrs KA Elliott-Turner  
Town Clerk**

12<sup>th</sup> November 2021

Members of the Cemetery Management Committee: Councillors Mrs T Bhasin, B Collier (Chairman), A Cooper, Mrs M Cooper, S Dhaliwal, Mrs J Hyde. Other Councillors for information only.