

STOTFOLD TOWN COUNCIL

Greenacre Centre, Valerian Way, Stotfold, SG5 4HG
01462 730064 enquiries@stotfoldtowncouncil.gov.uk



Members of the Cemetery Management Committee: Councillor A Cooper (Chairman), Mrs T Bhasin, S Buck, B Collier, Mrs M Cooper, S Dhaliwal, S Hayes, Mrs J Hyde

You are hereby summoned to attend the Cemetery Management Committee meeting to be held at **Stotfold Cemetery, Mill Lane, Stotfold (meet in car park)** on **Wednesday 18th May 2022 at 7.00pm** for the purpose of transacting business detailed in the agenda.

K Elliott-Turner

Mrs KA Elliott-Turner
Town Clerk

13th May 2022

Members of the public:

Members of the public are invited to observe the meeting and may participate at the 'public section' 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 (contact in advance 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.

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 section \(max. 15 minutes\)](#)

Members of the public may speak on matters of concern, ask questions or make statements (maximum of 3 minutes per speaker), after giving notice of their wish to do so to the Town Clerk prior to the meeting. Order of speakers will be in order of notification. [Public Participation Policy](#) applies.
4. [Election of Vice-Chairman](#)

To elect a Vice-Chairman for the Cemetery Management Committee.
5. [Clerk's Report, correspondence received and matters arising for information](#)

Nothing to report, as at production of agenda.

6. [Car park height barrier](#)

To consider erecting a height barrier at the entrance to the car park. This follows recent incidences of overnight 'camping' in vans and campervans within the cemetery car park, and also prevents diverted overnight parking/camping following installation of height barrier at Riverside Playing Field. Proposed that the height barrier upright posts are powder coated black (to match cemetery gates), with a yellow top bar for visibility. Maximum vehicle height 2.1m. Quote attached for members. Funds from Earmarked Reserves – Cemetery projects (809/85).

7. [Car park boundary](#)

To consider clearance of the scrub along the car park boundary with the adjacent field, and subsequent assessment of existing bow-top fencing. This could be a councillor/staff/volunteer exercise to tidy up the boundary or paid-for work, for which a quote would need to be sought.

8. [Rescind previous decision – Memorial bench installation fee](#)

Following confirmation of a misunderstanding in the charges being made by the Handyman and Landscape Contractor for installation of memorial benches, the Clerk **recommends rescinding previous decision** (minute 20/22) to charge families £200, comprising of a £100 charge for each contractor.

We previously charged a total of £100. This was a £50 charge by the Handyman Contractor, plus £50 for council's materials costs.

New proposal: to charge families £150. This will cover the £50 charge for each contractor, plus £50 materials costs.

9. [Burning area clearance](#)

To consider quotes to clear debris from the burning area, as attached. Funds from Maintenance & Repairs budget (404/41).

10. [Memorials policy – flowers and vases](#)

To confirm the understanding of the office, as to how to deal with faded artificial flowers or those which have been blown around the cemetery, and empty vases/plant pots, as per attached report.

11. [Walkabout inspection of cemetery](#)

To carry out a walkabout inspection of the cemetery during the meeting and determine actions to be taken.

12. [Items for information purposes, relevant to this Committee only](#)

CLOSE