

MINUTES OF A MEETING OF THE CEMETERY MANAGEMENT COMMITTEE HELD ON WEDNESDAY 16TH MARCH 2022 AT 7.00PM IN THE GREENACRE CENTRE, STOTFOLD

Committee Members present:

Councillors Mrs T Bhasin, B Collier (Chairman), A Cooper, A Cooper, Mrs M Cooper, S Dhaliwal, Mrs J Hyde.

Also present:

Councillor S Hayes and Town Clerk – Mrs K Elliott-Turner

15/22 APOLOGIES FOR ABSENCE

There were no apologies for absence, as all committee members were present.

16/22 DISCLOSURE OF MEMBERS INTERESTS & REQUESTS FOR DISPENSATION

There were no disclosures of interest or requests for dispensation. Members were 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.

17/22 PUBLIC PARTICIPATION – QUESTIONS, COMMENTS & RESPONSES

None present.

18/22 CLERK'S REPORT, CORRESPONDENCE RECEIVED & MATTERS ARISING FOR INFORMATION

Nothing to report.

19/22 REQUEST FOR TREE STUMP TO BE REMOVED, ADJACENT TO OLD SECTION HEADSTONE

Members considered a request for a tree stump to be removed from adjacent to a grave and headstone in the Old Section, together with a quote to carry out the work.

RESOLVED that the quote from Steve Dear Trees to remove and ground out stump to a maximum of 150mm below ground level, and remove all arising from site, at £75 plus vat is approved.

20/22 MEMORIAL BENCH INSTALLATION FEE

Members considered the current fee for memorial bench installation. At present the charge to applicants for a memorial bench is £691.91, to include a plaque, and a further £100 fee for installation. Due to the size and weight of the benches, this requires two people, and members considered increasing the installation charge.

RESOLVED that the installation fee for memorial benches is increased to £200.

21/22 EXECUTIVE ACTION – PEST CONTROL

The Clerk explained the circumstances which resulted in additional pest control being carried out at the cemetery, at a cost of £200 plus vat. Members noted the executive action taken, which was following consultation with the Chairman and Vice-Chairman, and it was agreed that we will liaise with the farmer of land adjacent as to when the next round of rabbit pest control should take place.

22/22 COMMONWEALTH WAR GRAVES SIGN

Members considered a request from the Commonwealth War Graves Commission to erect a sign indicating that we have war graves in Stotfold Cemetery. Information on the signage was provided to members.

RESOLVED that we agree to a sign (larger size) being fixed to the newly replaced entrance pillar to indicate that there are war graves in Stotfold Cemetery.

10/22 BUDGET & RESERVES REVIEW

Members considered a budget update and reserves status report and considered any action necessary before the end of the financial year.

RESOLVED that any remaining unspent revenue budget at year end, is to be vired into the Earmarked Reserves Cemetery Projects fund.

11/22 CEMETERY INSPECTION

Members noted Councillor Mrs Bhasin's presentation of her recent cemetery inspection.

Actions/comments

- Litter bin in car park has been uprooted and needs refixing
- The toilets are to be unlocked
- The Handyman is to reattach the chain to the vehicle entrance gate, as previous
- Noted how dark the cemetery is after dusk and queried whether solar lights could be installed (as there is no electricity to install powered lighting) – as there is an environment argument that lighting in that location, as the lighting at night discourages wildlife, and the committee has installed owl boxes at various locations. Also, having no lighting discourages people from visiting at night.
- Queried whether the cemetery was open at night and at all times – the vehicle entrance gate is locked at all times, with issues issued on request, but the pedestrian gates are kept unlocked.

12/22 ITEMS FOR INFORMATION PURPOSES, RELEVANT TO THIS COMMITTEE ONLY

Following recent tree work, it was noted that a good job had been done on the Weeping Ash.

There being no further business, the meeting was closed at 7.30pm.

MINUTES APPROVED (date):

SIGNED BY CHAIRMAN: