

# MINUTES OF A MEETING OF THE CEMETERY MANAGEMENT COMMITTEE HELD ON WEDNESDAY 31<sup>st</sup> MAY 2023 AT 7.00PM, IN THE COUNCIL CHAMBER, GREENACRE CENTRE, STOTFOLD

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## Committee Members present:

Councillors T Bhasin, S Buck, S Hayes, J Hyde (Chairman).

## Also present:

Acting Town Clerk – Ms Caroline Jenkins, Councillors A Hall, B Saunders, J Smith and J Talbot.

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### **8/23 ELECTION OF VICE- CHAIRMAN**

Members were asked to elect a Vice Chairman for the committee. Councillor Steve Hayes was nominated and seconded.

**RESOLVED** that Councillor Steve Hayes was elected as Vice Chairman.

### **9/23 APOLOGIES FOR ABSENCE**

Apologies were received from Councillors Cooper and Dhaliwal

### **10/23 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.

### **11/23 PUBLIC PARTICIPATION – QUESTIONS, COMMENTS & RESPONSES**

None present.

### **12/23 MINUTES OF PREVIOUS MEETING**

**RESOLVED** that the minutes of the Cemetery Management Committee meeting held on 15<sup>th</sup> March 2023 are confirmed as a correct record.

### **13/23 CLERK'S REPORT, CORRESPONDENCE RECEIVED & MATTERS ARISING FOR INFORMATION**

- Town ranger is to be more mindful of the level of the skip and notify the office when it needs to be changed.
- Car park bin needs to be re-sited. Bin belongs to central Bedfordshire Council and moved nearer to the hedge. This will be looked at when the bell bollards have been installed.
- Councillors noted that the Acting Town Clerk had started looking at the cemetery in January with regard to graves complying with our regulations. Sadly with our staff shortages, this has not been continued in the past few months. Once staffing is back to full capacity, this will be resumed.

- The next committee meeting will be held at the cemetery for an inspection, please allow at least 45 minutes.

#### 14/23 BELL BOLLARDS – QUOTATIONS

Members were asked to discuss the quotations for supply and installation of new bell bollards for the cemetery car park. Quotes were received to supply and fit from:

- Thompsons - £3656.00+VAT
- Furnitubes (no fitting)      Bell100 - £2347.58+ VAT  
   Bell 120 - £1688.20+VAT
- Countrywide - £3432.80+ VAT

**RESOLVED** that the quote from Countrywide for £3432.80 be accepted

#### 15/23 UPDATE ON GROUNDS MAINTENANCE – CLLR JANE HYDE

Councillor Mrs Hyde reported that she had visited the cemetery a couple of times this week. The area was looking poor.

Today, she had spoken to 2 of the contractors on site, strimming round the graves. Clarification is needed on the areas marked for biodiversity.

The lower Garden of Rest has been weeded and sprayed. The committee will be asked to inspect this at the next meeting in July 2023.

At the time of the visit, the front verge had not been cut, but was not looking too bad.

The contractors should be given time to settle into a routine, the area was not looking great but they should be given time to get on top of the work. we should also clarify exactly what needs to be done.

The next meeting in July will be at the cemetery for an inspection, for at least 45 minutes. Pictures, maps, the statement of biodiversity and the grass cutting contract for the cemetery will be circulated to members before the next meeting.

#### 16/23 ITEMS FOR INFORMATION PURPOSES, RELEVANT TO THIS COMMITTEE ONLY

Nothing to report

There being no further business, the meeting was closed at 7.20pm.

**MINUTES APPROVED (date):**

**SIGNED BY CHAIRMAN:**