

## MINUTES OF A MEETING OF THE CEMETERY MANAGEMENT COMMITTEE HELD ON WEDNESDAY 19<sup>th</sup> JULY 2023 AT 7.00PM, AT THE STOTFOLD CEMETERY, MILL LANE, STOTFOLD

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### Committee Members present:

Councillors S Buck, Mrs M Cooper, S Dhaliwal, S Hayes, J Hyde(Chairman)

### Also present:

Cllr L Anderson

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### **17/23 APOLOGIES FOR ABSENCE**

Apologies were received from Councillor Bhasin and the Acting Clerk.

### **18/23 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.

### **19/23 PUBLIC PARTICIPATION – QUESTIONS, COMMENTS & RESPONSES**

None present.

### **20/23 MINUTES OF PREVIOUS MEETING**

**RESOLVED** that the minutes of the Cemetery Management Committee meeting held on 31<sup>st</sup> May 2023 are confirmed as a correct record.

### **21/23 CLERK'S REPORT, CORRESPONDENCE RECEIVED & MATTERS ARISING FOR INFORMATION**

Nothing to report

### **22/23 REVIEW OF COMMITTEE TERMS OF REFERENCE**

Members were asked to review the current Terms of reference for the committee and make any changes necessary.

**RESOLVED** to change wording of “contract Handyman” to “Town Rangers”

### **23/23 WALKABOUT INSPECTION OF CEMETERY**

1. Many of the established box ball trees have died completely. While it is possible to get suitable sprays to treat this the trees are too dead to regenerate.

#### **RESOLVED:**

- Quotes for complete removal of 13 box ball trees.
- Also quote for pollarding narrow leaved ash (memorial tree) in hedge line between Beacon and Beacon north section, just up from transverse

- path. Could be drought or lightning damage. Cut to 4 foot stump and branches back to trunk.
- Quote for trimming back the right hand side branches of red/copper beech tree growing to left of the chapel. They are overhanging the roof and gutter considerably.
2. In the near future, to get a structural survey done on both the chapel and the brick built store shed. Visible evidence of movement, cracking in the brickwork on both.
3. Town Rangers
- Fred Lewin Memorial plaque on the right side of the Beacon section is in 3 pieces. Needs screws/bolts etc to fix it back together.
  - Michael Olive Memorial Tree – needs wire guard to limit rabbit damage, Beacon North section.
  - Remove dead wreath on Joan Crouch memorial seat in Lower Garden of Rest.
  - New cable line (for phone mast) running through the War Memorial area has dips etc. possible trip hazard. Fill Gaps with top soil.
  - Repaint lettering on outside sign – Car Park/Hearses. Refix securely in the ground.
  - Clear gutters of leaf/twig debris on stone shed and Chapel, if possible.
  - Future Job – sand, clean and repaint cemetery gates.
4. Office Staff  
Check cemetery records to find correct plot for William Charles Soale – died 17/01/61, aged 53 years. Plaque in Lower Garden of Rest on raised paved area. To locate correct plot and put plaque in appropriate place.
5. The members of the Cemetery Management Committee were very disappointed at the present condition of the cemetery. Mr Martin Davenport had been invited by Cllr Steve Buck to join the onsite meeting. He did not attend. Here follows an extensive list of outstanding landscaping work that needs to be completed as soon as possible, following this meeting of 19<sup>th</sup> July 2023.
- Following the summer cut of the front boundary hedge (on Mill Lane) remove all ivy from the brick wall and pillars, clear debris.
  - Area to front of Chapel – Remove brambles, bindweed on trees near Flag Pole, Shrub near toilets.
  - Remove Epicormic growth on 2 weeping ash trees
  - Remove Brambles, Elder and Ash Saplings in all plantings – especially Laurel, variegated ivy, pampas grass, evergreen oak. Major clear up of twig/branch debris around the chapel, uphill path and grave areas to left and right of this path.
  - Princess Diana Rose Garden – Trim Roses, hand weed bed, clear debris.
  - Shrubs along transverse path – Remove all brambles from eleagvius

- and prostrate conifer, clear debris.
- Remove brambles from near gravestones behind this row of shrubs, clear debris
  - Hand weed Euonymus along edge of new paved Garden of Rest near mast.
  - Remove brambles from large conifers at far end of transverse path, leading to New Section, both sides of trees. Clear debris.
  - Remove brambles from boundary hedge – Southern side of New Section – several places as you go down towards Lower Garden of Rest. Clear debris.
  - Lower Garden of Rest – remove Rose and tree saplings in box hedge as you enter from New Section. Clear debris.
  - Spray Box hedging in Lower Garden of Rest.
  - Spray Box hedging around Baby section – Beacon Section.

**24/23 DEAD SHRUBS ON BEACON SECTION**

Please raise again at next committee meeting.

**25/23 ITEMS FOR INFORMATION PURPOSES, RELEVANT TO THIS COMMITTEE ONLY**

Nothing to report

There being no further business, the meeting was closed at 8.10pm.

**MINUTES APPROVED (date):**

**SIGNED BY CHAIRMAN:**