

MINUTES OF A MEETING OF THE CEMETERY MANAGEMENT COMMITTEE HELD ON WEDNESDAY 18th OCTOBER 2023 AT 7.30PM, IN THE COUNCIL CHAMBER, GREENACRE CENTRE, STOTFOLD

Committee Members present:

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

Also present:

E. Payne, Town Clerk, Ms C Jenkins, Assistant Clerk.

36/23 APOLOGIES FOR ABSENCE

Apologies were received from Councillors Bhasin and Dhaliwal.

37/23 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.

38/23 PUBLIC PARTICIPATION – QUESTIONS, COMMENTS & RESPONSES

None present.

39/23 MINUTES OF PREVIOUS MEETING

RESOLVED that the minutes of the Cemetery Management Committee meeting held on 20th September 2023 are confirmed as a correct record.

40/23 CLERK'S REPORT, CORRESPONDENCE RECEIVED & MATTERS ARISING FOR INFORMATION

Members noted that the skip has now been removed from the cemetery and re-sited. There are now bins for recycling and general waste. We are also looking to provide a bin for green waste.

A stone mason has been approached to provide a quotation to amend lettering on the War Memorial. Once this has been received and agreed, the work can proceed.

Box hedges – many of the box bushes are due to be removed early next year, as they have been damaged by box blight. Hedges in the Baby section and Garden of Rest could be saved by spraying. This item will be discussed again at the next committee meeting.

Planting in the Walled Garden of Rest – it was noted that dwarf Lavender plants will be planted later this year in the Garden of Rest.

41/23 CEMETERY FEES

Members were asked to consider charging for exhumations at the cemetery. It was noted that the only chargeable aspects are associated with the Gravediggers labour, Admin fees and staff time at the cemetery.

Further information will be gathered, and this will be discussed again at the next committee meeting.

42/23 CEMETERY VISIT

Following the inspection taken this month at the cemetery, the following items were raised:

- Car Park needs to be swept.
- Noted that roses in the cemetery are looking good.
- Prices to be gathered for a new Rose arch for the Diana Garden.

43/23 FRIENDS OF STOTFOLD CEMETERY

Members received further information on the possibility of forming a “Friends of Stotfold Cemetery” group. This would involve volunteers litter picking, tending plants, raking leaves etc. All work would be voluntary.

There would be further investigations into this, speaking to councils who have already set up a friends group and what would be necessary. Information will be returned to the next committee meeting.

44/23 BIN STORAGE AREA

Members were asked to consider 2 quotations for a hardstand to be created for the new bin area.

Contractor A £6197.04+vat

Contractor B £4750.00+vat

RESOLVED: that the quotation from Driveway Rejuvenation Ltd for £4750.00+vat be agreed.

45/23 STRUCTURAL SURVEYS OF CEMETERY CHAPEL

Members were asked to consider 2 quotations for structural surveys to be carried out on the Cemetery Chapel and toilets.

Contractor A £750.00+vat

Contractor B £1350.00+vat (including use of drone)

RESOLVED: that the quotation from Ashridge Surveyors for £1350.00+vat be agreed.

46/23 ITEMS FOR INFORMATION PURPOSES, RELEVANT TO THIS COMMITTEE ONLY

It was noted to arrange cemetery visitors reports during the winter months. (November 2023, January 2024, and March 2024). The next meeting held on site would be in May 2024.

It was also noted that the current chapel lease with Austins had now expired. The Town Council will access the chapel for the structural survey to be completed.

47/23 DATE OF NEXT MEETING

Wednesday 15 November 2023

There being no further business, the meeting was closed at 8.04pm.

MINUTES APPROVED (date):

SIGNED BY CHAIRMAN: