

**MINUTES OF A MEETING OF THE CEMETERY MANAGEMENT COMMITTEE HELD ON WEDNESDAY
18TH SEPTEMBER 2019 AT 7.00PM IN THE COUNCIL CHAMBER, GREENACRE CENTRE, STOTFOLD**

Committee Members present: B Collier (Chairman)

A Cooper
Mrs J Hyde
B Saunders

Mrs M Cooper
H Pickering

Also present: Mrs S Bundock, S Hayes, D Matthews and the Town Clerk – Mrs K Elliott-Turner

28/19 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Dhaliwal.

29/19 DISCLOSURE OF MEMBERS INTERESTS ON MATTERS CONTAINED IN THE AGENDA

There were none. 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.

30/19 PUBLIC PARTICIPATION – QUESTIONS, COMMENTS & RESPONSES

None present.

31/19 CLERK'S REPORT, CORRESPONDENCE RECEIVED & MATTERS ARISING FOR INFORMATION

Matters Arising

Minute 25/19 – Scott White & Hookins have been instructed to prepare technical drawings to refurbish the Beacon Garden of Rest. The Chairman has met with them on site, and drawings will be submitted within the next few weeks, for consideration at the October meeting of this committee, prior to going out to tender or inviting quotes – whichever is appropriate according to likely cost and our Standing Orders.

32/19 DRAFT CEMETERY HANDBOOK & REGULATIONS

Members considered the previously circulated draft Cemetery Handbook & Regulations. Minor amendments have been made to the document prior to the meeting for clarification purposes.

Members also requested that on page 13 'Application to purchase/transfer a Right of Burial for a plot...', reference to 'double plot' in the fees section should be replaced with 'double depth plot', and on page 7 in the paragraph New Garden of Rest, reference to '...sited on the wooden sleepers surrounding...' should be removed and replaced with '...sited on the surrounding walls of the ...' to reflect refurbishment work about to be carried out.

Members approved the amended document, and thanks were given to the Assistant Clerk for her work in producing it. The document will be circulated to local funeral directors, monumental masons and will be made available to families enquiring about reserving grave space, burials and memorials.

33/19 TREE WORK QUOTATIONS

Members considered quotes received for tree work identified at the last walkabout meeting:

- Remove x2 Holly bushes in the upper area of New Section boundary with Old Section
- Remove large Elder growing in lower area of New Section, Mill boundary
- Remove bow of Conifer overhanging walkway in Old Section, boundary with Lawn Section
- Raise crown of Conifer in Old Section, right hand side, to match Conifer on opposite side of same section

Steve Dear Trees Ltd	£280 plus vat
A1 Trees	£350 plus vat

RESOLVED that the quote from Steve Dear Trees at £280 plus vat to complete the above tree work, is approved. Funds from Tree Surgery budget.

34/19 CONSIDER ACTIONS TO BE TAKEN FROM THE INSPECTION OF THE CEMETERY FOLLOWING THE WALKABOUT CARRIED OUT BY COUNCILLOR MRS HYDE

Councillor Mrs Hyde noted the following, actions required will be carried out:

- There are quite a lot of fresh rabbit burrows throughout the Cemetery
- The Walnut tree at the bottom of the hill, near the skip, has some very low hanging branches which catch on turning hearses. It is suggested that the bottom 5 limbs are removed
- There is a broken slab in the Garden of Rest (bottom of Cemetery), leaning up against the hedge, that needs removing
- There are two large shrubs, one is a Cypress tree, growing within a grave in the New Section (JR Shephard), which need removing

35/19 ITEMS FOR INFORMATION PURPOSES, RELEVANT TO THIS COMMITTEE ONLY

Further to a previous request for the tap boxes to be repaired/replaced and a suggestion that this might be something the Academy of Central Bedfordshire would like to do, they advise that unfortunately due to existing projects, they are unable to help on this occasion. The Handyman is exploring options to construct new boxes out of recycled plastic planking.

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

CHAIRMAN

DATED