MINUTES OF A MEETING OF THE CEMETERY MANAGEMENT COMMITTEE HELD ON WEDNESDAY 20TH NOVEMBER 2019 AT 7.00PM IN THE COUNCIL CHAMBER, GREENACRE CENTRE, STOTFOLD

Committee Members present:  B Collier (Chairman)  
A Cooper  Mrs M Cooper  
S Dhaliwal  Mrs J Hyde  
H Pickering  B Saunders

Also present: Councilors Mrs A Clarey and S Hayes, and the Town Clerk – Mrs K Elliott-Turner

45/19 APOLOGIES FOR ABSENCE  
There were none, as all committee members were present.

46/19 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.

47/19 PUBLIC PARTICIPATION – QUESTIONS, COMMENTS & RESPONSES  
None present.

48/19 CLERK’S REPORT, CORRESPONDENCE RECEIVED & MATTERS ARISING FOR INFORMATION  
Nothing to report.

49/19 PLANS FOR REFURBISHMENT OF GARDEN OF REST  
Members were provided with revised plans produced by Scott White Hookins for replacement walls around the ‘new’ Garden of Rest at the top of the cemetery. Two options have been proposed – one incorporating our request for a raised front section of wall for memorial plaques plus paving along the front of the higher section of wall; the second option is to keep the walls at the originally proposed height, but with a new 1.5m high memorial wall sited to the side of the Garden of Rest, plus new paving. This area could then be used as a quiet contemplation area, with additional benches for memorials.

   RESOLVED that the option to increase the height of a section of the front wall, plus paving as per plans, is agreed. Quotes for the work will be sought for consideration at a future meeting.

50/19 GARDEN OF REST (LOWER) – MEMORIAL BENCH  
Members considered adding two memorial bench locations for the lower Garden of Rest bench plan. The benches would be sited on the grass and would require slabs underneath. Members felt that as the Beech hedge is still young and over time may prove difficult to maintain with a bench sited so close, this may not be a viable location. The Landscape Contractor is to be asked for his opinion on the proposed location of the two benches, in terms of ongoing maintenance, and the matter brought back to a future meeting.
51/19 **TREE WORK**
Members considered a quote from Steve Dear Trees of £210 plus vat to carry out the following work, identified at a previous meeting:
- Cut back conifers hanging over graves in New Section (mill boundary)
- Remove evergreen growing amongst plots in Old Section
- Walnut tree at the bottom of the hill (by skip), where hearses turn – 5 bottom limbs to be removed

**RESOLVED** that the quote from Steve Dear Trees of £210 plus vat to carry out the above tree work is accepted. Funds from the Tree Surgery budget.

52/19 **TAP BOX REPLACEMENT**
Members considered a quote from the Handyman Contractor to construct tap boxes around the cemetery from recycled plastic. Materials £65, labour £55. Total £120 per box. There are x10 tap boxes. Price does not include any subsequent pipe work adaptation or replacement of existing taps.

**RESOLVED** that the quote from the Handyman Contractor to construct x10 tap boxes from recycled plastic at a total of £1,200 is accepted. The boxes must include the two side shelves for water container storage.

53/19 **CONSIDER ACTIONS TO BE TAKEN FROM THE INSPECTION OF THE CEMETERY FOLLOWING THE WALKABOUT CARRIED OUT BY COUNCILLOR COLLIER**
Councillor Collier noted the following, actions required will be carried out:
- The drain in the car park, closest to the pedestrian gate, needs its silt bucket emptying
- The hedges near the Beacon have a small amount of rubbish and water containers which have blown in
- The Remembrance Sunday wreaths around the war memorial need tying together to prevent them from being blown away
- Leaves need brushing out of the gents toilet
- In general, the cemetery is looking very good
- Another member noted that the ivy on the front wall is increasing and needs removing

54/19 **ITEMS FOR INFORMATION PURPOSES, RELEVANT TO THIS COMMITTEE ONLY**
Nothing to report.

There being no further business, the meeting closed at 7.22pm

**CHAIRMAN**

**DATED**