

**MINUTES OF A MEETING OF THE BURIAL GROUNDS COMMITTEE
OF BARTON-LE-CLAY PARISH COUNCIL HELD AT THE VILLAGE HALL
ON MONDAY 7th MARCH 2022 COMMENCING AT 7.30 PM**

Present: Councillors Mr A Channon (Chair), Mr S Laycock (Vice-chair), Mrs G Gardner, Mrs A Vale, Mrs B Thomas (ex-officio)

Attending: Mrs S Cowie (Assistant Clerk)

Minutes Taken by: Mrs S Cowie

21/551 APOLOGIES FOR ABSENCE were received from Councillor Paxton

Councillor Channon joined the meeting at 7.31pm

21/552 SPECIFIC DECLARATIONS OF INTEREST

Members were reminded of the procedures regarding declarations. None declared.

21/553 MATTERS ARISING

Steve Dear Trees have completed the tree works in the Churchyard as requested.

The two dead trees by the War Memorial have been felled by Central Bedfordshire Council and the stumps will be removed at a later date. One new tree has been planted in the area.

A comment regarding disabled access in the burial ground was posted onto the Parish Councils social media page. The Council has a policy not to engage with this type of query on social media so the person was invited to write with their complaint. It was noted that the committee considered disabled access at a previous meeting and agreed that shingle is an acceptable surface as long as it is thinly spread.

The availability and costs to supply and plant one standard rose in the Garden of Rest are still not available. Due to the short planting window the Assistant Clerk was asked to investigate other suppliers or a similar rose. Assistant Clerk to action.

21/554 TO APPROVE THE MINUTES OF THE BURIAL GROUNDS COMMITTEE HELD ON 24TH JANUARY 2022

There were no queries on the minutes. Councillor Laycock **PROPOSED** approval of the minutes of the Burial Ground Committee meeting held on 24th January 2022 **SECONDED** by Councillor Gardner and **UNANIMOUSLY CARRIED**. The minutes were approved.

21/555 TO ACKNOWLEDGE THE BURIAL GROUND AND CHURCHYARD INSPECTIONS

The inspections undertaken on 21st and 28th February were acknowledged. Everything was in order.

21/556 TO ACKNOWLEDGE THE WAR MEMORIAL INSPECTIONS

The inspections undertaken on 21st and 28th February were acknowledged. Everything was in order.

21/557 TO APPROVE THE TERMS OF REFERENCE FOR THE BURIAL GROUNDS COMMITTEE

Members reviewed the draft Terms of Reference and minor amendments were made. Councillor Laycock **PROPOSED** approval of the Terms of Reference for the Burial Grounds Committee, with the amendments as discussed which was **SECONDED** by Councillor Channon and **UNANIMOUSLY CARRIED**.

21/558 RETROSPECTIVE APPROVAL OF THE COST TO REMOVE A FALLEN TREE IN THE BURIAL GROUND

During Storm Dudley a large tree on the boundary of the burial ground fell onto the neighbouring public right of way. Reynolds Landscaping attended site to clear the right of way however due to the size of the stump it has not yet been removed but is being actioned. A section of perimeter fencing was damaged at the same time, quotes for its repair will be sought once the stump has been cleared.

Councillor Laycock **PROPOSED** retrospective approval of the cost for Reynolds Landscaping to clear the fallen tree, **SECONDED** by Councillor Vale and **UNANIMOUSLY CARRIED**.

It was noted that the hedgerow which continues beside the public right of way and burial ground, is overgrown and requires attention. The Assistant Clerk advised that she and the Clerk are looking into the ownership of the land so that the necessary work can be carried out.

21/559 TO CONSIDER REQUEST FOR A GRAVE SURROUND

Members considered the request to install a below ground surround and shingle to a grave, similar to other graves in the area. Councillor Laycock **PROPOSED** approval of the request, **SECONDED** by Councillor Vale and **UNANIMOUSLY CARRIED**. The surround should be made from unpainted natural wood in keeping with the surroundings, and a natural colour shingle should be used. Members requested that the applicant should be asked to provide a design of the proposed surround and chippings before they begin work.

21/560 TO REVIEW AND APPROVE THE BURIAL GROUND FEES 2022/23

The fees for 2021/22 were reviewed. Contractor costs have risen this year with an anticipated 5% increase. Following discussion Councillor Laycock **PROPOSED** that a 5% increase in fees, rounded up, should be applied with the exception of the transfer of exclusive right of burial fee and grave digging fee which would remain as per the 2021/22 costs. Councillor Thomas **SECONDED** the proposal, and it was **UNANIMOUSLY CARRIED**.

Members then considered the suggestion for a bench package. Currently when a bench falls beyond repair the sponsor is given the opportunity to replace the bench. Although the sponsor pays for the bench, no other costs are passed on including installation and annual maintenance. It was agreed that this should be explored further, and costs sought for the purchase, installation and ongoing maintenance, to be discussed at a later date. Assistant Clerk to action.

21/561 TO REVIEW AND APPROVE THE BURIAL GROUND REGULATIONS

The regulations were reviewed, and minor amendments made. Councillor Laycock **PROPOSED** approval of the Burial Ground Regulations, with clause 9.5 being added and amendment to point 9.22 as discussed. This was **SECONDED** by Councillor Vale and **UNANIMOUSLY CARRIED**.

21/562 ANY OTHER BUSINESS OF AN URGENT NATURE OR FOR INCLUSION ON THE NEXT AGENDA

None.

The meeting closed at 8.32 pm