

**MINUTES OF A MEETING OF THE BURIAL GROUNDS COMMITTEE  
OF BARTON-LE-CLAY PARISH COUNCIL HELD AT THE VILLAGE HALL  
ON MONDAY 16<sup>th</sup> SEPTEMBER 2024 COMMENCING AT 7.31pm**

**Present:** Councillors S Laycock (Chair), W Rudd (Vice-chair), B Thomas, K Qureshi, A Vale, J Mikkelson (ex-officio)

**Attending:** S Cowie (Assistant Clerk)

**Minutes Taken by:** S Cowie

**24/153 APOLOGIES FOR ABSENCE** were received from Councillors J Paxton and G Gardner.

**24/154 SPECIFIC DECLARATIONS OF INTEREST** - None declared.

**24/155 MATTERS ARISING** - There were none.

**24/156 TO APPROVE THE MINUTES OF THE BURIAL GROUNDS COMMITTEE HELD ON 29<sup>th</sup> APRIL 2024**  
There were no queries on the minutes. Councillor Laycock **PROPOSED** approval of the minutes of the Burial Ground Committee meeting held on 29<sup>th</sup> April 2024 **SECONDED** by Councillor Thomas with **5 in favour and 1 abstention**. The minutes were approved.

**24/157 TO CONSIDER/APPROVE THE QUOTATION FOR MEMORIAL STABILITY TESTING IN ST NICHOLAS CHURCHYARD**  
Councillor Laycock **PROPOSED** approval of the quotation of £1,100 + VAT from Cemetery Development Services to undertake memorial stability testing in St Nicholas Churchyard and Garden of Rest. Councillor Qureshi **SECONDED** the proposal, and it was **UNANIMOUSLY CARRIED**.

**24/158 TO CONSIDER REQUEST TO IMPROVE THE PATHWAY LEADING TO THE GARDEN OF REST, ST NICHOLAS CHURCH**  
Members considered the request from a resident to improve the pathway to the Garden of Rest. Following discussion, it was agreed that quotes to relay the pathway should be sought for discussion at the next meeting.  
**ACTION: Assistant Clerk to seek quotes to relay the pathway and liaise with the Church and Diocese regarding relevant permission.**

**24/159 TO RECEIVE AN UPDATE ON THE WAR MEMORIAL PROJECT AND CONSIDER/APPROVE COSTS FOR THE REFURBISHMENT**  
The Groundsmen have been preparing the area to the side of the memorial, ready for it to be grassed and new bench to be installed. The planters are on order and are expected soon. The Groundsman will be asked for suggestions of plants and the tommy silhouettes will be moved from their current position into the planters. Members discussed the feedback from the War Memorials Trust regarding the replacement of the slabs between the war memorial and surround and following discussion, it was agreed that no changes should be made at this stage. Councillor Vale **PROPOSED** a maximum budget of £1,000 to purchase materials for the refurbishment of the war memorial area. Costs to include turf, slabs for the new bench, soil and plants. Councillor Mikkelson **SECONDED** the proposal, and it was **UNANIMOUSLY CARRIED**.

**24/160 TO REVIEW THE REMEMBRANCE SUNDAY ORDER OF SERVICE AND AGREE ANY AMENDMENTS**  
The order of service was reviewed, and minor amendments agreed. A second poem was added to the service which will be read by Councillor Paxton. It was agreed that the resident should be asked to lead the service as previous years, and the bugler be invited to perform. Councillor Laycock **PROPOSED** approval of the purchase of a gift voucher to the value of £50 for the bugler. Councillor Vale **SECONDED** the proposal, and it was **UNANIMOUSLY CARRIED**.  
**ACTION: Assistant Clerk to progress the arrangements and re-work the order of service.**

- 24/161 TO CONSIDER/APPROVE THE COST FOR HIRE OF PA SYSTEM FOR THE REMEMBRANCE SUNDAY SERVICE**  
The quotation had been requested but not been received at the time of the meeting. A budget up to a maximum of £250 was **PROPOSED** by Councillor Laycock, **SECONDED** by Councillor Mikkelson and **UNANIMOUSLY CARRIED**.  
**ACTION: Assistant Clerk to chase contractor for firm costs.**
- 24/162 TO AGREE THE ARRANGEMENTS FOR THE REMEMBRANCE SUNDAY SERVICE**  
Following discussion at the September Full Council meeting regarding the road closures, Councillors Mikkelson, Qureshi and Rudd confirmed they are available to marshal the road closure points. An appeal for additional marshals will be made shortly.
- 24/163 TO CONSIDER THE BEACON LIGHTING TO COMMEMORATE THE 8<sup>TH</sup> ANNIVERSARY OF VE DAY ON 8<sup>TH</sup> MAY 2024**  
Details from the organisers of the national event were circulated prior to the meeting. The beacon is to be lit at 9.30pm and details of the reading and suggested music performance were provided. The Assistant Clerk will register to take part in the event and progress the arrangements.
- 24/164 ANY OTHER BUSINESS OF AN URGENT NATURE OR FOR INCLUSION ON THE NEXT AGENDA**  
Committee to consider planting in the Garden of Rest at the next meeting.

The meeting closed at 8.39pm