

**MINUTES OF A MEETING OF THE BURIAL GROUNDS COMMITTEE
OF BARTON-LE-CLAY PARISH COUNCIL HELD AT THE PARISH OFFICE, 1 WINDSOR PARADE
ON MONDAY 17th FEBRUARY 2025 COMMENCING AT 8.08pm**

Present: Councillors S Laycock (Chair), W Rudd (Vice-chair), B Thomas, G Gardner, A Vale, J Paxton (ex-officio), J Mikkelson (ex-officio)

Attending: S Cowie (Assistant Clerk), 1 member of public

Minutes Taken by: S Cowie

The member of public was welcomed to the meeting.

24/439 APOLOGIES FOR ABSENCE were received from Councillor K Qureshi.

24/440 SPECIFIC DECLARATIONS OF INTEREST - None declared.

24/441 MATTERS ARISING – None.

24/442 TO APPROVE THE MINUTES OF THE BURIAL GROUNDS COMMITTEE HELD ON 25TH NOVEMBER 2024

There were no queries. Councillor Laycock **PROPOSED** approval of the minutes of the Burial Grounds Committee meeting held on 25th November 2024 **SECONDED** by Councillor Thomas with **6 in favour and 1 abstention**. The minutes were approved.

24/443 TO ACKNOWLEDGE THE INSPECTIONS OF THE BURIAL GROUND, CHURCHYARD AND WAR MEMORIAL

The inspections, undertaken by the Groundsmen on 11th February were acknowledged. Everything was in order and the marked-up memorials in the Churchyard Garden of Rest were noted as safe.

24/444 TO RECEIVE AN UPDATE ON THE VE DAY 80TH ANNIVERSARY BEACON LIGHTING EVENT ON 8TH MAY 2025 AND AGREE ACTIONS AND COSTS

A representative of Barton-le-Clay Community Choir and the Friends of Barton-le-Clay Library was in attendance and provided an update.

The library has agreed to hold a coffee morning on the day. In line with the event guidance, residents will be encouraged to enter a Victoria Sponge competition. Entries can be delivered to the library and once judging has taken place, they will be served to visitors. Any donations for refreshments will be passed to The Poppy Appeal/Help for Heroes. The library is keen to hold other events over the week which will include activities for children. The Assistant Clerk will liaise with the library and update the committee at the next meeting.

ACTION: Assistant Clerk to approach the independent cookery judge used for the Village Show regarding the Victoria Sponge competition.

Barton Community Choir have confirmed that they will perform at the Beacon Lighting. Barton Rovers FC have kindly offered use of their trailer and sound system for the event. Once the song choice has been finalised the representative will report back.

The resident was thanked and left at 8.33pm.

A quotation to provide first aid cover for the Beacon Lighting event was considered. Councillor Laycock **PROPOSED** approval of the cost of £87.50 + VAT for A.A.M.S to provide one first aider for the beacon lighting event. Councillor Mikkelson **SECONDED** the proposal, and it was **UNANIMOUSLY CARRIED**.

The quotation to purchase a VE Day 80 Commemorative flag and lamp post signs was considered. Following discussion, Councillor Laycock **PROPOSED** the purchase of 1 flag and 6 lamp post signs from The Poppy Appeal at a total cost of £50.00. Councillor Paxton **SECONDED** the proposal, and it was **UNANIMOUSLY CARRIED**.

The Assistant Clerk will progress the plans and provide an update at the next meeting.

24/445 TO CONSIDER THE NEXT STAGE OF THE BURIAL GROUND STRATEGY AND AGREE THE WAY FORWARD

Members considered the hedgerow in the field beyond the Burial Ground, which is earmarked as an extension to the current Burial Ground. The hedgerow which is mainly overgrown, and poor quality is now impacting the Burial Ground, and during recent hedge cutting the contractor reported that tree had fallen causing damage to the Burial Ground hedge. The project to tackle the overgrowth on the field side was put on hold some years ago and it was agreed that an up-to-date quote should be sought. Moving forward the Burial Ground Strategy has been included in the Committees Action Plan for 2025/26 and will be discussed in the coming months.

ACTION: up to date quote for clearance/maintenance to be sought.

Councillor S Laycock was unable to stay for the full meeting and left at 8.54pm
Councillor W Rudd (Vice-chairman) chaired the remainder of the meeting

24/446 TO CONSIDER PURCHASING A 'LETTERS TO HEAVEN' POST BOX FOR THE BURIAL GROUND

The history of the scheme and examples of post boxes for sale and suitable signage was reviewed. The Committee were generally in favour of the scheme and understand the importance to provide ways for families to grieve in different ways. The extension to the Burial Ground could be utilised to create a new area and this will be explored further in the coming year.

24/447 TO REVIEW AND APPROVE THE BURIAL GROUND REGULATIONS FOR 2025/26

The revised regulations were reviewed. It was agreed that there should be a simpler, shortened version with the key points for grave owners and a full version for stone masons and funeral directors which will include information which is not relevant to grave owners.

Following review, Councillor Rudd **PROPOSED** approval of the revised Regulations, **SECONDED** by Councillor Vale and **UNANIMOUSLY CARRIED**. Whilst the revision will be easier for families it was agreed that it should be condensed as much as possible in next years review. The next agenda item was to discuss the Burial Ground fees, and it was noted that any changes in the fees should be included in the Regulations before the document is adopted by Council.

24/448 TO REVIEW AND APPROVE THE BURIAL GROUND FEES FOR 2025/26

Due to time constraints the committee agreed to meet again in March to discuss this further.

24/449 ANY OTHER BUSINESS OF AN URGENT NATURE OR FOR INCLUSION ON THE NEXT AGENDA
– none.

The meeting closed at 9.51pm