

**MINUTES OF A MEETING OF THE BURIAL GROUNDS COMMITTEE**  
**OF BARTON-LE-CLAY PARISH COUNCIL HELD AT THE PAVILION, LUTON ROAD SPORTS FIELD**  
**ON MONDAY 17<sup>th</sup> MARCH 2025 COMMENCING AT 7.28pm**

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

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

**Minutes Taken by:** S Cowie

**24/485 APOLOGIES FOR ABSENCE** were received from Councillor J Paxton.

**24/486 SPECIFIC DECLARATIONS OF INTEREST** - None declared.

**24/487 MATTERS ARISING**

An up-to-date quote to clear the overgrowth in the top field, bordering the Burial Ground is being sought.

The church have recommended a contractor to re-lay the pathway to the Garden of Rest in the churchyard. A quote will be sought.

The Faculty for memorial stability testing in the Churchyard has been received from St Albans Diocese. The inspector will carry out the inspection on Tuesday 25<sup>th</sup> March.

**24/488 TO APPROVE THE MINUTES OF THE BURIAL GROUNDS COMMITTEE HELD ON 17<sup>th</sup> FEBRUARY 2025**

There were no queries. Councillor Laycock **PROPOSED** approval of the minutes of the Burial Grounds Committee meeting held on 17<sup>th</sup> February 2025 **SECONDED** by Councillor Thomas with **6 in favour and 1 abstention**. The minutes were approved.

**24/489 TO ACKNOWLEDGE THE INSPECTIONS OF THE BURIAL GROUND, CHURCHYARD AND WAR MEMORIAL**

The inspections, undertaken by the Groundsmen on 10<sup>th</sup> March were acknowledged. Everything was in order and the marked-up memorials in the Churchyard Garden of Rest were noted as safe.

**24/490 TO RECEIVE A REPORT FROM ST NICHOLAS CHURCH REGARDING ESSENTIAL TREE WORKS REQUIRED IN THE CHURCHYARD AND GARDEN AND AGREE THE NEXT STEP**

Following concerns regarding the structural condition of the South Aisle, the Church arranged a ground survey which found that tree roots are causing damage. A tree survey was subsequently undertaken, and it is recommended that trees surrounding the church should be gradually reduced in size to alleviate the problem. The tree report extended to trees outside of the church perimeter and any work required will be carried out at the same time. The Assistant Clerk agreed to submit a planning application on behalf of the Parish Council and Church. Work to be carried out after bird nesting.

**ACTION: Assistant Clerk to contact CBC Tree & Landscape Officer, submit a joint planning application and seek quotes. Church Warden to speak to neighbouring properties regarding the results of the tree survey and obtain the necessary approval from St Albans Diocese.**

**24/491 TO RECEIVE AN UPDATE ON THE VE DAY 80<sup>TH</sup> ANNIVERSARY BEACON LIGHTING EVENT ON 8<sup>TH</sup> MAY 2025 AND AGREE ACTIONS AND COSTS**

The Assistant Clerk provided an update on progress since the last meeting. Arrangements are going well, and confirmation had been received from the reader, beacon lighter and cake judge that they are all available. Potential marshals have been approached, and one had confirmed their availability so far.

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

**24/492 TO REVIEW AND APPROVE THE BURIAL GROUND FEES FOR 2025/26**

The fees for 2025/26 were reviewed. It was noted that last year no increases were applied despite increases in contractor costs. It was agreed that the fees must be increased for 2025/26 to reflect additional expenditure.

Members then discussed the multiplier for non-residents and following lengthy discussion agreed that it should remain at 5 times the resident rate.

At the February meeting it had been acknowledged that any amendment to the fees would need to be reflected in the Burial Ground Regulations. Members reviewed point 8, Definition of a Resident. Item 3 relates to the timescale that a person is classed as a resident following their moving in a care facility outside of the village. Councillor Laycock **PROPOSED** that the timeframe (10 years) for persons who move out of the village for care purposes should be removed. Councillor Gardner **SECONDED** the proposal with **6 IN FAVOUR AND 1 ABSTENTION**.

Councillor Mikkelson then proposed amendment to Definition of a Resident point 5. The clause allows a person to be considered a resident for 12 months following moving out of the village. Councillor Mikkelson **PROPOSED** that this be extended from 12 months to 24 months. Councillor Qureshi **SECONDED** the proposal, **WITH 2 IN FAVOUR**. The proposal was not passed.

Councillor Laycock **PROPOSED** the 2025/26 fees as discussed, **SECONDED** by Councillor Mikkelson and **UNANIMOUSLY CARRIED**. A copy of the fees is attached to the minutes.

**24/493 ANY OTHER BUSINESS OF AN URGENT NATURE OR FOR INCLUSION ON THE NEXT AGENDA**

There was none and the meeting closed at 9.19pm