

**MINUTES OF A MEETING OF THE BURIAL GROUNDS COMMITTEE
OF BARTON-LE-CLAY PARISH COUNCIL HELD AT THE PARISH OFFICE
ON MONDAY 15th SEPTEMBER 2025 COMMENCING AT 7.26pm**

Present: Councillors S Laycock (Chairman), W Rudd (Vice-chair), B Thomas, J Paxton (ex-officio), J Mikkelsen (ex-officio)

Attending: S Cowie (Assistant Clerk), Councillor A Tebb

Minutes Taken by: S Cowie

25/160 APOLOGIES FOR ABSENCE were received from Councillors G Gardner, K Qureshi & A Vale.

25/161 SPECIFIC DECLARATIONS OF INTEREST - None declared.

25/162 MATTERS ARISING

The outstanding tree work in St Nicholas Churchyard and Garden has been completed by Jempsons Tree Services.

Members were advised that an error has been made with the allocation of a new grave in the garden of rest. The plan for new graves has been amended.

24/163 TO APPROVE THE MINUTES OF THE BURIAL GROUNDS COMMITTEE HELD ON 7th JULY 2025

There were no queries. Councillor Rudd **PROPOSED** approval of the minutes of the Burial Grounds Committee meeting held on 7th July 2025 **SECONDED** by Councillor Paxton with **3 IN FAVOUR AND 2 ABSTENTIONS** as they were not present. The minutes were approved.

25/164 TO ACKNOWLEDGE THE INSPECTIONS OF THE BURIAL GROUND, CHURCHYARD AND WAR MEMORIAL

The inspections, undertaken by the Part Time Ranger on 10th September were acknowledged. Everything was in order at the War Memorial and Churchyard. The grass at the Burial Ground had yet to be cut.

25/165 TO REVIEW THE REMEMBRANCE SUNDAY ORDER OF SERVICE AND AGREE ANY AMENDMENTS

The Assistant Clerk provided an update on the actions taken so far. The Order of service was reviewed and the minor amendments agreed. Poems chosen this year include The Soldier by Rupert Brooke and The Tribute which was written for VE/VJ 80th anniversary. The bugler has confirmed that they are available to perform at the service, and the Assistant Clerk was asked to invite the member of public to lead the service, as previous years. A member of Barton-le-Clay Historical Society had provided information on a soldier who died from injuries after the war had finished. They had requested that the soldier be added to the list of the fallen to be read out at the service. Following discussion members agreed that the soldier should be added to the list of fallen and be read out along with the other names.

ACTIONS: Assistant Clerk to progress the arrangements, invite the member of public to lead the service and update the Order of Service ready for the event.

Councillor Paxton **PROPOSED** approval of the poems and the decisions, as detailed above, **SECONDED** by Councillor Rudd and **UNANIMOUSLY CARRIED**.

Councillor A Tebb arrived at 8.00pm

25/166 TO APPROVE THE COST TO PURCHASE A GIFT VOUCHER FOR THE BUGLER WHO WILL PERFORM AT THE REMEMBRANCE SUNDAY SERVICE ON 9TH NOVEMBER 2025

Councillor Laycock **PROPOSED** the approval to purchase a gift voucher to the value of £50.00. **SECONDED** by Councillor Rudd and **UNANIMOUSLY CARRIED**.

25/167 TO CONSIDER/APPROVE THE COST FOR HIRE OF PA SYSTEM FOR THE REMEMBRANCE SUNDAY SERVICE

Councillor Laycock **PROPOSED** approval of the cost of £210 for TLG Electrical to provide a PA System for the service on 9th November. Councillor Mikkelsen **SECONDED** the proposal, and it was **UNANIMOUSLY CARRIED**.

26/168 TO CONSIDER THE MANAGEMENT OF THE ROAD CLOSURES FOR THE REMEMBRANCE SUNDAY SERVICE & PARADE AND AGREE ACTIONS AND COSTS

Following brief discussion at the September Full Council meeting, there had been mixed views on whether a traffic management company should be instructed to provide cover for the road closures rather than using volunteers. Two quotes to provide traffic management had been sought and one quote had been received at the time of the meeting.

Following discussion, the Assistant Clerk was asked to launch an appeal for volunteers to man the road closures. There are several residents who have helped in the past and they will be approached again this year. It was noted that should volunteers be used, additional walkie talkies will need to be purchased. An update will be provided at the October Full Council meeting once the number of volunteers is known.

ACTION: Assistant Clerk to arrange appeal for volunteers and contact residents who have helped in previous years. Clarification regarding the traffic management quote also be sought.

25/169 ANY OTHER BUSINESS OF AN URGENT NATURE OR FOR INCLUSION ON THE NEXT AGENDA

Items for discussion at the next meeting include planting in the Garden of Rest. A number of suggestions were made and will be taken forward. The Groundsman will be asked for his suggestions ready for discussion at the next meeting.

There was no further business and the meeting ended at 8.21pm.