

**MINUTES OF A MEETING OF THE BURIAL GROUNDS COMMITTEE
OF BARTON-LE-CLAY PARISH COUNCIL HELD AT THE VILLAGE HALL
ON MONDAY 1st NOVEMBER 2021 COMMENCING AT 8.32 PM**

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

Attending: Mrs S Cowie (Assistant Clerk)

Minutes Taken by: Mrs S Cowie

21/303 APOLOGIES FOR ABSENCE were received from Councillor Channon.

21/304 SPECIFIC DECLARATIONS OF INTEREST

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

21/305 MATTERS ARISING

The Groundsman has cut back the laurel by the new garden of rest, more work may be required but is not urgent.

Minute point 176.5 The memorial bench for the late Councillor Davison-Williams has been installed.

21/306 TO APPROVE THE MINUTES OF THE BURIAL GROUNDS COMMITTEE HELD ON 20th SEPTEMBER 2021

There were no queries on the minutes. Councillor Laycock **PROPOSED** approval of the minutes of the Burial Ground Committee meeting held on 20th September 2021 **SECONDED** by Councillor Gardner and **UNANIMOUSLY CARRIED**. The minutes were approved.

21/307 TO ACKNOWLEDGE THE BURIAL GROUND AND CHURCHYARD INSPECTIONS

The inspections undertaken on 12th and 25th October were acknowledged, with the exception of the marked-up memorials. Everything else was in order.

21/308 TO ACKNOWLEDGE THE WAR MEMORIAL INSPECTIONS

The inspections undertaken on 12th and 25th October were acknowledged. Everything was in order.

21/309 RETROSPECTIVE APPROVAL OF THE COST FOR ROAD CLOSURE SIGNAGE FOR THE REMEMBRANCE SUNDAY SERVICE

Councillor Laycock **PROPOSED** retrospective approval for GPG Signs to produce six aluminium road signs at a total cost of £132.00 plus VAT (£22.00 each). This was **SECONDED** by Councillor Gardner and **UNANIMOUSLY CARRIED**. The signs will be displayed prior to the Road closures on 14th November.

21/310 TO FINALISE THE ARRANGEMENTS FOR THE REMEMBRANCE SUNDAY SERVICE AND AGREE ANY COSTS

The Assistant Clerk provided an update on the arrangements for this years' service. A Bugler had been sourced to play, the sound system had been ordered and road closures approved. With regards to the manning of the road closure points, sufficient volunteers have offered their assistance and it was hoped that the Police would also be able to assist. All arrangements were on track and there were no additional costs anticipated.

21/311 TO CONSIDER/APPROVE QUOTATION TO REMOVE TREE BRANCH IN THE BURIAL GROUND

Following concerns regarding potential damage to memorials from falling branches, members considered a quotation from Jempsons Tree Services to cut back an overhanging branch in the Burial Ground. Councillor Laycock **PROPOSED** approval of the cost of £160.00 plus VAT, **SECONDED** by Councillor Thomas and **UNANIMOUSLY CARRIED**.

21/312 TO CONSIDER HEDGE CUTTING IN THE BURIAL GROUND

Members considered hedge cutting in the Burial Ground. Members agreed that it is important to establish the maximum heights and widths for all Parish Council owned hedges going forward so they are included in the annual contracts. **ACTION: Assistant Clerk to request a quote to bring back the hedges not currently in the contract to an acceptable level.**

Members then discussed the hedgerow in the adjacent field. A quote to clear the scrub and self-set trees had been put on hold due to the uncertainty of the fields future use. Following discussion, it was agreed that an up-to-date quote should be sought to clear the area and keep it clear going forward. This will assist the contractor with hedge cutting on the Burial Ground side.

ACTION: Assistant Clerk to request up to date quote for the works.

21/313 TO RECEIVE AN UPDATE ON THE RESPONSE TO THE MEMORIAL STABILITY TESTING IN THE BURIAL GROUND AND TO AGREE THE NEXT STAGE

Members considered feedback and advice from the stone mason and the ICCM regarding the laying down of memorials. In an attempt to locate more relatives, a newsletter (to be delivered the following week) has been prepared asking relatives to come forward to discuss the action required to make memorials safe. Members agreed to wait for the results of the newsletter plea before making any further decisions.

21/314 TO CONSIDER/APPROVE PURCHASE OF SOIL CONTAINER FOR USE AT ASHES INTERMENTS

Members considered two container options and following discussion, Councillor Laycock **PROPOSED** approval to purchase a solid oak soil box and lid from Thornley Smith Limited at a cost of £83.87 plus VAT. This was **SECONDED** by Councillor Vale and **UNANIMOUSLY CARRIED**.

21/315 TO CONSIDER/APPROVE THE PURCHASE OF BURIAL GROUND REGISTERS

Councillor Laycock **PROPOSED** approval of the cost to purchase a Burial Graves Register from Shaws at a cost of £176.00 plus VAT. The proposal was **SECONDED** by Councillor Thomas and **UNANIMOUSLY CARRIED**.

21/316 UPDATE ON THE BURIAL GROUND STRATEGY

This item was deferred as Councillor Channon was not present.

21//317 ANY OTHER BUSINESS OF AN URGENT NATURE OR FOR INCLUSION ON THE NEXT AGENDA

None

The meeting closed at 9.44 pm