

**MINUTES OF A MEETING OF THE BURIAL GROUNDS COMMITTEE
OF BARTON-LE-CLAY PARISH COUNCIL HELD AT THE PARISH OFFICE
ON MONDAY 4TH NOVEMBER 2019 COMMENCING AT 7.30 am**

Present: Councillors Mr A Channon (Chair), Mrs B Thomas (Vice-chair), Mrs G Gardner, Mr L Davison-Williams (ex-officio)

Attending: Mrs S Cowie (Assistant Clerk)

Minutes Taken by: Mrs S Cowie

19/348 APOLOGIES FOR ABSENCE – Apologies were received from Councillor Paxton

19/349 SPECIFIC DECLARATIONS OF INTEREST – None

19/350 MATTERS ARISING

The Assistant Clerk met with two members of St Albans Diocese to view the headstone which broke whilst being reset. The Diocese agreed that repairing the headstone would not be viable as it has broken in several places and agreed that it can remain laid down. The Parish Council plans to undertake a topographic survey of the churchyard followed by memorial stability testing to establish what works are required to ensure all memorials are stable. An Archdeacons Certificate has been granted to allow the survey to take place however a Faculty will be required for memorial stability testing and subsequent memorial works. The Assistant Clerk is liaising with Reverend Johnson regarding this.

Work to repair the splits in the wooden surround of the Burial Grounds sign have not yet been done. The Assistant Clerk continues to chase the contractor to ascertain when he will complete the work.

19/351 APPROVAL OF THE MINUTES OF THE BURIAL GROUNDS COMMITTEE HELD ON 20TH SEPTEMBER 2019

Councillor Channon **PROPOSED** the approval of the minutes of the Burial Grounds meeting held on 20th September 2019. This was **SECONDED** by Councillor Thomas and **UNANIMOUSLY CARRIED**. The minutes were approved.

19/352 TO ACKNOWLEDGE THE BURIAL GROUND AND CHURCHYARD INSPECTIONS

The Burial Ground and Churchyard inspections undertaken on 29th October were acknowledged. Everything was in order.

19/353 TO ACKNOWLEDGE THE WAR MEMORIAL INSPECTION

The War Memorial inspection undertaken on 29th October was acknowledged. Everything was in order.

19/354 UPDATE ON THE PURCHASE OF A ‘SILENT SOLDIER’ SILHOUETTE

The Royal British Legion are no longer offering the ‘Silent Soldier’ for sale and have no plans to restock in the future. There was no further action required.

19/355 TO CONSIDER AND APPROVE GIFT VOUCHERS FOR THE REMEMBRANCE SUNDAY SERVICE BUGLER

Councillor Channon **PROPOSED** the purchase of Amazon gift vouchers to the value of £50.00 for the bugler, **SECONDED** by Councillor Councillor Thomas and **UNANIMOUSLY CARRIED**.

19/356 TO CONSIDER AND APPROVE APPLICATIONS FOR MEMORIALS ON GRAVE SPACES

Three memorial requests which do not fall within the regulations were discussed by members. Following discussion the following decisions were agreed:

Councillor Channon **PROPOSED** the request for a ‘book style’ memorial for grave space in the Garden of Rest be refused due to the width of the memorial as it is considerably wider than existing headstones. Councillor Davison-Williams **SECONDED** the proposal and it was **UNANIMOUSLY CARRIED**.

Councillor Channon **PROPOSED** the request for a 18” x 18” wedge plaque be approved, wedge height 2” rising to 4”. This was **SECONDED** by Councillor Thomas and **UNANIMOUSLY CARRIED**.

Councillor Channon further **PROPOSED** the current Burial Ground Fees 2019 Part 3 should be amended as detailed below, this was **SECONDED** by Councillor Davison-Williams and **UNANIMOUSLY CARRIED**.

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|-----|--|--------|
| (a) | A flat stone maximum size of 18" x 18" | £91.00 |
| (b) | A wedge shape stone size 18" x 18" height 2" rising to a maximum of 4" | £91.00 |
- Subsequent points to be renumbered accordingly. A copy of the fees is included within the minutes.

The request to plant bulbs within the grave space in the new Garden of Rest and to erect a wedge style plaque was then discussed. Channon Channon **PROPOSED** the request to plant bulbs within the ashes grave space be declined, however bulbs within a suitable container will be permitted, **SECONDED** by Councillor Thomas and **UNANIMOUSLY CARRIED**.

Councillor Channon then **PROPOSED** the request for a wedge plaque in the new Garden of Rest be approved, **SECONDED** by Councillor Davison-Williams and **UNANIMOUSLY CARRIED**. Maximum size of the plaque to be 19" x 12" with a maximum height of 4".

Finally Councillor Channon **PROPOSED** that the fees and regulations should be amended to include an additional line covering wedge plaque sizes (point 9.3):

9.3 Vases/Tablets

Vases - 15" (37.5cm) x 15" x 15"

Tablets - (W)12" (30cm) x 19" (L) (47.5cm) x height to be agreed at Full Council on 11th November.

Wedges - (W)12" (30cm) x (L)19" (47.5cm) x height 2" rising to 4" maximum

The above proposals were **SECONDED** by Councillor Thomas and **UNANIMOUSLY CARRIED**.

19/357 TO RECEIVE A REPORT FROM THE ASSISTANT CLERK FOLLOWING HER ATTENDANCE ON ICCM CEMETERY MANAGEMENT COURSE

A written report was circulated to members prior to the meeting. A number of recommendations regarding the Burial Ground Regulations were made during the course, members agreed to look at these further and make amendments to the Regulations accordingly.

19/358 UPDATE ON NEW GOVERNMENT SCHEME REGARDING FUND FOR A CHILD'S FUNERAL

The new scheme, Children's Funeral Fund for England, came into force in July this year. The scheme offers funding to help cover the cost of a child's funeral from a still born baby (from 24 weeks) up to 18 years old. Each body involved in organising a child's funeral must now apply for any costs from the Government directly, this includes funeral directors, grave diggers and local authorities/cemeteries.

19/359 UPDATE ON THE BURIAL GROUND STRATEGY

Councillor Channon provided an update with his projection of the number of grave spaces left in the existing site. Conversations with the Diocese over the purchase of land next to the current site should continue however even with this land the burial ground space will not be sufficient to meet the villages need for the next 100 years. It was agreed that this should be considered further via the Local Plan.

19/360 ANY OTHER BUSINESS OF AN URGENT NATURE OR FOR INCLUSION ON THE NEXT AGENDA

None.

The meeting closed at 8.47 pm