

**MINUTES OF A MEETING OF THE BURIAL GROUNDS COMMITTEE
OF BARTON-LE-CLAY PARISH COUNCIL HELD ONLINE
ON MONDAY 18th JANUARY 2021 COMMENCING AT 8.51 PM**

Present: Councillors Mr A Channon (Chair), Mrs B Thomas (Vice-chair), Mrs G Gardner
Mr S Laycock

Attending: Mrs S Cowie (Assistant Clerk)

Minutes Taken by: Mrs S Cowie

20/482 APOLOGIES FOR ABSENCE were received from Councillor Mr J Paxton and Councillor Davison-Williams

20/483 SPECIFIC DECLARATIONS OF INTEREST – There were none.

20/484 MATTERS ARISING

The Groundsman reported that some road holes had appeared at the entrance to the Burial Ground car park. He has filled them, no further action is necessary at this stage.

An update from St Nicholas Church was received. The Church soakaways project is moving forward and a contractor and architect had been chosen to undertake the work. The PCC are meeting on 20th January to formally approve the contractors and Faculty application to St Albans Diocese. An onsite meeting will be arranged with the contractor, Church representative and Parish Council to discuss the work and its impact on the churchyard as soon as possible, Covid permitting.

Reverend Johnson agrees that the documentation relating the Closure of the Churchyard and Garden of Rest is unclear and suggested that a joint letter should be sent to the Diocesan Registrar seeking final clarification. The letter is being prepared which will be signed by both parties.

Reverend Johnson advised that he does not hold any records relating to the ownership of headstones within the Garden of Rest. It has been agreed that the marked-up headstones should be laid down where possible and notices displayed asking the owners to contact the Church/Parish Council. The Assistant Clerk will action this.

20/485 TO APPROVE THE MINUTES OF THE BURIAL GROUNDS COMMITTEE HELD ON 30th NOVEMBER 2020

Councillor Channon **PROPOSED** the approval of the minutes of the Burial Grounds meeting held on 30th November 2020. This was **SECONDED** by Councillor Laycock and **UNANIMOUSLY CARRIED**. The minutes were approved.

20/486 TO ACKNOWLEDGE THE BURIAL GROUND AND CHURCHYARD INSPECTIONS

No new inspections had taken place.

20/487 TO ACKNOWLEDGE THE MONTHLY INSPECTION OF THE WAR MEMORIAL

No new inspections had taken place.

20/488 REVIEW AND AGREE THE PARISH COUNCIL'S ACTION PLAN 2021/22 FOR THE BURIAL GROUNDS COMMITTEE

The committee reviewed the Action Plan for 2021/22 and made minor amendments. In addition to general grass cutting/landscape maintenance and the bi-weekly inspections of the Burial Ground, Churchyard and War Memorial the following priorities were agreed: To agree the Burial Ground Strategy, review memorial stability testing for the burial ground, undertake a tree survey and any subsequent works of St Nicholas Churchyard and Garden, the annual Remembrance Sunday service and to agree a plan for the renovation of the war memorial area. The action plan for the Burial Grounds committee for 2021/22 was agreed.

20/489 UPDATE ON BURIAL GROUND STRATEGY AND AGREE THE NEXT STAGE

Since the last meeting Cemetery Development Services have provided an initial Groundwater Risk Assessment of the identified sites for burial. The report provides an indication of which sites would be more suitable for burials.

Information from neighbouring parishes who have set up burial grounds and the current rates of burial versus cremation were also provided. The next stage should be to narrow down the number of potential sites and to agree the next step for the project. Councillor Channon will assess the information ready for the next committee meeting.

20/490 TO CONSIDER/APPROVE QUOTATION FOR A TREE SURVEY OF ST NICHOLAS CHURCHYARD AND GARDEN

Two quotations were considered. Councillor Channon **PROPOSED** the quotation from RGS Arboriculturist Consultants to undertake a tree survey of St Nicholas Churchyard and Garden should be accepted at a cost of £450.00 + VAT. This was **SECONDED** by Councillor Gardner and **UNANIMOUSLY CARRIED**.

20/491 TO CONSIDER REQUEST FOR HEADSTONE AND KERB SET FOR CHILDS GRAVE

Members considered the request for a headstone and kerb set for a child's grave. The grave is located in the main burial section as the children's section is full. It was noted that kerb sets are not permitted within this area. Following discussion Councillor Channon **PROPOSED** the headstone request should be approved however the request for kerb set should be declined as they are not permitted within this section of the burial ground and concerns regarding possible damage during maintenance. An option to install stone chippings with retainer below ground level to ensure grass cutting can take place safely should be offered to the applicant. This was **SECONDED** by Councillor Laycock and **UNANIMOUSLY CARRIED**.

20/492 TO CONSIDER REQUEST FOR NON-RESIDENTS BURIAL IN BARTON BURIAL GROUND

The request for burial in a new grave was considered. Following lengthy discussion members felt they were unable to make a final decision at that time as the information provided on the links to Barton was unclear. Councillor Channon **PROPOSED** that the Funeral Director/family should be asked to provide additional information demonstrating the links with Barton. If the links could not be demonstrated the request would regrettably be declined. This was **SECONDED** by Councillor Thomas and **UNANIMOUSLY CARRIED**.

ACTION: additional information to be sought, committee members to consider request via email, final decision to be retrospectively approved at the February Full Council meeting.

20/312 ANY OTHER BUSINESS OF AN URGENT NATURE OR FOR INCLUSION ON THE NEXT AGENDA

Item for the next agenda - to consider purchase of full size Tommy statue for the War Memorial Area.

The meeting closed at 10.04 pm