

**MINUTES OF A MEETING OF THE BURIAL GROUNDS COMMITTEE
OF BARTON-LE-CLAY PARISH COUNCIL HELD AT THE PARISH OFFICE ON
MONDAY 22nd OCTOBER 2018 COMMENCING AT 8.PM**

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

In Attendance: Mrs S Cowie (Assistant Clerk)

Minutes: Mrs S Cowie

18/252 APOLOGIES FOR ABSENCE. –Councillor Gunter

18/253 SPECIFIC DECLARATIONS OF INTEREST – None

18/254 MATTERS ARISING

Correspondence has been received from a resident of Church Road who is experiencing problems with the jackdaws nesting in the church tower and reports that they are causing damage to the thatch on their property. The tower is not the responsibility of the Parish Council and members were advised that St Nicholas Church have addressed this problem and have now replaced the screening to the turrets to ensure the jackdaws cannot gain access but the bats can move freely. The Clerk has written to the resident advising them what action has been taken by the Church.

18/255 APPROVAL OF THE MINUTES OF THE COMMITTEE MEETING HELD ON 24th SEPTEMBER 2018

Councillor Channon **PROPOSED** approval of the minutes of the burial grounds committee meeting held on 24th September 2018, this proposal was **SECONDED** by Councillor Thomas and **UNANIMOUSLY CARRIED**.

18/256 TO ACKNOWLEDGE THE BURIAL GROUND INSPECTION OF 9th OCTOBER 2018 - Acknowledged.

18/257 TO ACKNOWLEDGE THE CHURCHYARD INSPECTION OF 9TH OCTOBER 2018 - Acknowledged.

18/258 TO RETROSPECTIVELY APPROVE THE COST OF GAS BOTTLE FOR USE AT 100 YEAR COMMEMORATION BEACON LIGHTING

Councillor Channon **PROPOSED** that the gas bottle be purchased from Seasons Garden Centre at a cost of £20 deposit for gas bottle plus £34.99 for gas, this was **SECONDED** by Councillor Gardner and **UNANIMOUSLY CARRIED**.

18/259 TO CONSIDER/APPROVE QUOTATION TO POLLARD TREES WITHIN THE BURIAL GROUND

Two quotations were provided prior to the meeting. Following discussion Councillor Channon **PROPOSED** that the quotation from Reynolds Landscaping to raise the canopies of four trees at the burial ground at a cost of £125.00 + VAT be accepted, this proposal was **SECONDED** by Councillor Thomas and **UNANIMOUSLY CARRIED**. The Assistant Clerk was asked to let members know when the work will be carried out.

18/260 TO CONSIDER QUOTATION TO CLEAR SHRUBS IN BURIAL GROUND EXTENSION/BORDER OF BURIAL GROUND

A quotation for clearance of the shrubs on the burial ground extension was considered. This area borders the burial ground perimeter. Following discussion members felt this should be put on hold as the suitability of the land for full burial use was under question. **ACTION:** item to be discussed next year, cost of works to be included in the precept.

18/261 TO CONSIDER/APPROVE QUOTATION FOR HEDGE CUTTING IN THE BURIAL GROUND

At the meeting on 24th September the quotation for hedge cutting to include reduction in height was discussed. Members asked that the Assistant Clerk check the planning application as a number of conditions regarding the planting of the hedge were made when planning permission was granted. A copy of the decision notice conditions was circulated to members, the hedge was to act as screening to existing wire fence and should be maintained as necessary, including the height. Councillor Channon **PROPOSED** that the quotation from Reynolds Landscaping for £900.00 be accepted, **SECONDED** by Councillor Thomas and **UNANIMOUSLY CARRIED**. The hedge height to be reduced to 6” above the top

of the wire fence. Funds to come from the Burial Ground budget, any shortfall to be taken from General Reserves.

18/262 TO REVIEW BURIAL GROUND REGULATION 9.3 REGARDING ASHES INTERRED IN BURIAL SPACE AND SUBSEQUENT MEMORIALS

Following a recent request to install a flat plaque memorial to grave space members requested that the burial grounds regulations be reviewed. It was agreed that a double depth plot could accommodate 1 full burial and 6 ashes interments, or 2 full burials with 2 ashes interments under the headstone. There should only be 1 memorial per deceased and where gravespaces are used for a mix of full burial and ashes interments the full burial must take place first at double depth, ashes at single depth. Councillor Channon asked that the Regulations be amended as agreed and taken to Full Council for approval.

18/263 TO AGREE POLICY AND FEES FOR RESIDENTS OF SHARPENHOE TO BE BURIED IN BARTON BURIAL GROUND

At a previous meeting the committee agreed that two residents of Sharpenhoe could be buried in Barton Burial Ground as Sharpenhoe does not have a burial ground of its own. Members felt it was important to establish what plans Streatley/Sharpenhoe Parish Council have regarding burials and future burials before making any decisions and asked the Assistant Clerk to give an update at the next committee meeting.

18/264 TO CONSIDER ACTION REQUIRED FOLLOWING CORRESPONDENCE FROM CONTRACTOR REGARDING GLASS AND SAFE WORKING WITHIN THE BURIAL GROUND

The contractor has advised that as part of their insurance cover they must have safe working. It has been reported that there are a number of glass vases/receptacles within the burial ground which make grass cutting and strimming hazardous. Members acknowledged that the regulations state in numerous places that glass is not permitted within the burial ground and agreed that a safe working environment must be maintained. On the grounds of Health and Safety Councillor Channon **PROPOSED** that a notice be displayed on the notice board advising that all glassware will be removed from grave spaces. It will be stored by the Parish Council and retained for two months, if not collected within this period it will be disposed of. This proposal was **SECONDED** by Councillor Paxton and **UNANIMOUSLY CARRIED**. **ACTION:** Grounds Facilities Maintenance Person to remove, label and store all glass ware, Notice advising of these actions to be displayed on the notice board.

18/265 TO CONSIDER COMPLAINT FROM RESIDENT REGARDING SUSPECTED DEAD ROSE BUSH BESIDE HER HUSBANDS BURIAL PLOT AND CONSIDER ANY ACTION REQUIRED ON ADDITIONAL ROSE BUSHES WITHIN THE GARDEN OF REST

A complaint has been received by a resident regarding a memorial rose bush next to her husband's gravespace within the Garden of Rest. Members acknowledged that many of the roses have become overgrown and are not in the best of health. Harkness Roses previously made recommendations on suitable roses for the area and it was agreed that a quote for replacement roses be taken to the next meeting, a quote for removal of existing and replanting with stakes also to be obtained. **ACTION:** Assistant Clerk to arrange quotations for next meeting.

18/266 TO CONSIDER LIST OF UNAUTHORISED PLANTING WITHIN GRAVESPACES AND AGREE ACTION REQUIRED

Members agreed that this item should be deferred and revisited at a later meeting.

18/267 TO CONSIDER/APPROVE POLICY FOR SAFE WORKING WITHIN THE BURIAL GROUND/ CHURCHYARD

A copy of the Risk Assessment - Contractors working within Barton Burial Ground/Churchyard was circulated to members prior to the meeting. Minor amendments were agreed, the form should be sent to all contractors to complete and, if not already done so, to provide appropriate paperwork before any work is carried out in the burial grounds.

18/268 REVIEW OF NEW BURIAL GROUND EXTENSION

Two years ago the Parish Council sought advice from Cemetery Development Services over the suitability of the extension area for future burial use. Councillor Davison-Williams advised that planning regulations have changed since the land was earmarked for burial use and is now unlikely to be suitable for anything other than ashes interments. There is still a need for additional land for future burial needs and it was suggested that the land to the north of the existing burial ground could be suitable. Members agreed that an initial approach should be made to the church, owners of the land. Should the diocese be

in favour surveys and planning consent would need to be obtained. **ACTION:** Councillor Channon to draft letter to the diocese requesting consideration for the Parish Council to purchase the land for burial use.

18/269 TO CONSIDER/APPROVE QUOTATION FOR RE-LETTERING OF THE NAMES OF THE FALLEN ON THE WAR MEMORIAL

Only one quotation was available at the time of the meeting. This item was deferred to a later date.

18/270 TO CONSIDER RELOCATING THE WAR MEMORIAL TO LIME CLOSE

Councillors discussed the suggestion that the War Memorial should be moved from its current position to Lime Close. Reasons for the relocation included; a road closure is not currently possible as it involves closing Sharpenhoe Road, Hexton Road, Bedford Road and Luton Road, the Police will not allow this as they have insufficient members to marshal the closures. Other problems with the current position include noise issues from vehicles and a lack of green space for people to congregate for the service. Lime Close (owned by Central Bedfordshire Council) is not currently protected and could be built on in the future. By moving the War Memorial to this area it would create a safe green space to congregate for the annual Remembrance, a road closure would also be achievable. It would also be an opportunity to refurbish the memorial and add railings to retain the wreaths, funding may be possible from the War Graves Commission for the relocation. It was noted that the war memorial was provided to the village by its parishioners and at that time the roads surrounding its current position were not in place. It was acknowledged that this is complex subject and all those present agreed that it should be fully debated by the Parish Council and its residents. **ACTION:** item 18/265 to be discussed further together with unauthorised tributes on gravespaces.

18/271 TO CONSIDER/APPROVE QUOTATION FOR REPAIR OF SECTIONS OF CONCRETE PATHWAY IN ST NICHOLAS CHURCHYARD

Three sections of concrete pathway around St Nicholas churchyard have deteriorated and could be a trip hazard. Two quotations were considered, Councillor Channon **PROPOSED** that the quotation from Reynolds Landscaping for £700.00 + VAT be accepted, this was **SECONDED** by Councillor Thomas and **UNANIMOUSLY CARRIED**. Work to be carried out as soon as possible, funds to be taken from the ear marked reserves (EMR 332).

18/272 TO ACKNOWLEDGE/CONSIDER PROPOSALS FROM A CHURCH PARISHIONER FOR WILD AREAS WITHIN THE CHURCHYARD

Members considered a proposal from a parishioner to create two wild areas within the churchyard. It was pointed out that there are over 4,000 graves within the churchyard many of which are now unmarked as the headstones were removed some years ago as they had become unstable. Should a wild area be approved there were concerns that family members visiting their loved ones gravespace would not be able to find the graves and could feel the area is not being adequately maintained.

The Parish Council created a wild meadow at the burial ground some years ago. Unfortunately the response the Parish Council had from residents was very negative as they felt a burial ground was not the appropriate place as it looked uncared for. Members regrettably felt they were unable to support this scheme and asked that a reply be sent to St Nicholas Church outlining the reasons.

18/273 TO CONSIDER/APPROVE QUOTATIONS FOR TREE WORKS WITHIN ST NICHOLAS CHURCHYARD

Three quotations for the works were sought, only two quotations were available at the time of the meeting. The item was therefore deferred. **ACTION:** Assistant Clerk to provide members with a breakdown of quotations at the next meeting.

18/274 TO FINALISE DETAILS OF REMEMBRANCE SUNDAY MORNING SERVICE AND THE EVENING 100 YEAR BATTLE COMMEMORATION

The final details for the two events were agreed. The Assistant Clerk will organise the purchase of refreshments and the WI will provide the majority of the cakes, Council will provide the rest. Lighting for the event is underway, together with pricing for a sound system. The Assistant Clerk confirmed that posters have been displayed, Guides and Scouts organisation have been advised and the poster has been advertised on the Councils website and Facebook page.

18/275 ANY OTHER BUSINESS OF AN URGENT NATURE OR FOR INCLUSION ON NEXT AGENDA

Councillor Davison-Williams advised that in February 2018 new guidelines on burial grounds and water courses came into force. He confirmed that he would provide a summary to members at the next meeting..

The meeting closed at 9.58pm