

**MINUTES OF A MEETING OF THE BURIAL GROUNDS COMMITTEE  
OF BARTON-LE-CLAY PARISH COUNCIL HELD AT THE PARISH OFFICE  
ON MONDAY 25<sup>th</sup> NOVEMBER 2019 COMMENCING AT 8.34 pm**

**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) Mrs C Callen (Clerk)

**Minutes Taken by:** Mrs S Cowie

**19/427 APOLOGIES FOR ABSENCE** – Apologies were received from Councillor Paxton

**19/428 SPECIFIC DECLARATIONS OF INTEREST** – None

**19/429 MATTERS ARISING**

Notification is now being displayed at the Parish Office and St Nicholas Church advising of the Parish Council's intention to apply for a Faculty to undertake memorial stability testing and necessary works to memorials to make them safe. The notice must be displayed for 28 days and after this period, should no objections be received, the Faculty application will be sent to the diocese for authorisation. Once issued work will be carried out as a priority. The topographic survey of headstones in the churchyard has now been completed, the Assistant Clerk was asked to check with the contractor whether a hard copy plan (AO size) could be supplied.

**19/430 APPROVAL OF THE MINUTES OF THE BURIAL GROUNDS COMMITTEE HELD ON 4<sup>th</sup> NOVEMBER 2019**

Councillor Channon **PROPOSED** the approval of the minutes of the Burial Grounds meeting held on 4<sup>th</sup> November. This was **SECONDED** by Councillor Thomas and **UNANIMOUSLY CARRIED**. The minutes were approved.

**19/431 TO ACKNOWLEDGE THE BURIAL GROUND AND CHURCHYARD INSPECTIONS**

The Burial Ground and Churchyard inspections undertaken on 19<sup>th</sup> November were acknowledged. It was noted that the box hedge has now been cut back, everything was in order.

**19/432 TO ACKNOWLEDGE THE WAR MEMORIAL INSPECTION**

The War Memorial inspection undertaken on 19<sup>th</sup> November was acknowledged. The Groundsman reported that he had removed moss from the paving. Everything was in order.

**19/433 TO CONSIDER QUOTATION TO REDUCE THE WIDTH OF BEECH HEDGE FROM ENTRANCE TO THE COMPOUND IN THE BURIAL GROUND**

The contractor has completed the hedge cutting in the burial ground however has encountered difficulties cutting a section of the beech hedge from the entrance gate to the Groundsmans compound due to it's width which is now in excess of 3 metres. A quotation to cut back the width by approximately 1 metre was considered by members however following discussion it was agreed to defer the item and seek a further quotation. **ACTION: Assistant Clerk to provide additional quote to flail the hedge.**

**19/434 TO CONSIDER/APPROVE ADDITIONAL COST OF REPLACEMENT STANDARD ROSE BUSHES IN THE GARDEN OF REST**

The standard rose bushes in the Garden of Rest have now been removed, there are 16 roses to be replanted. A planting scheme was agreed with white roses in the centre aisles, peach/pink on the outside. At the committee meeting on 18<sup>th</sup> February members agreed a cost of £300.00 to replant the standard roses however due to the delay in completing the project costs have changed. The contractor was asked to provide up-to-date pricing, the information was not available in time for the meeting so the item was deferred until Full Council on 9<sup>th</sup> December.

**19/435 TO CONSIDER QUOTATIONS FOR URGENT TREE WORKS TO SILVER BIRCH TREE IN THE BURIAL GROUND**

Following concerns over a silver birch tree in the Garden of Rest, Central Bedfordshire Council's Tree Officer for Planning assessed the tree on 21<sup>st</sup> November and agrees that it should be removed as it is structurally weak. One contractor declined to quote for the tree's removal due to the close proximity to headstones, the quotation from Macaulay Tree Services was considered. Councillor Davison-

Williams requested a further quotation for the works and it was agreed that the lowest quotation should be accepted. Work to be carried out as a priority under health and safety grounds.

**19/436 REVIEW OF COMMITTEE EXPENDITURE FOR 2019/20 AND TO CONSIDER AND APPROVE DRAFT BUDGETS FOR 2020/21**

The expenditure to date and draft budget for 2020/21 were discussed by members. In 2020/21 there will be a 2% increase in grass cutting and churchyard maintenance costs. The cost for refuse collection is currently unknown so a cost-of living increase was applied. The topographic survey and memorial stability testing of headstones in the churchyard will be completed in this financial year, to be paid for from the Churchyard Heritage Fund. An additional £800.00 was allocated to the Churchyard Heritage Fund to top this up. Councillor Channon **PROPOSED** approval of the draft 2020/21 Burial Grounds budget with a £4,550 committee precept. This was **SECONDED** by Councillor Thomas and **UNANIMOUSLY CARRIED**.

**19/437 ANY OTHER BUSINESS OF AN URGENT NATURE OR FOR INCLUSION ON THE NEXT AGENDA**  
None.

The meeting closed at 9.02 pm