

**MINUTES OF A MEETING OF THE BURIAL GROUNDS COMMITTEE  
OF BARTON-LE-CLAY PARISH COUNCIL HELD VIA ZOOM  
ON MONDAY 26<sup>th</sup> OCTOBER 2020 COMMENCING AT 7.32 PM**

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

**Attending:** Mrs S Cowie (Assistant Clerk)

**Minutes Taken by:** Mrs S Cowie

**20/304 APOLOGIES FOR ABSENCE** – None, all present

**20/305 SPECIFIC DECLARATIONS OF INTEREST** – There were none.

Councillor Thomas joined 7.34 pm

Councillor Paxton joined 7.36 pm

**20/306 MATTERS ARISING**

Minute point 20/205) The headstone, installed without permission is still in situ as the grant owner is uncontactable. The stone mason is in regular contact with the office and will rectify the mistake as soon as possible.

Minute point 20/208) Following agreement from the committee that a headstone can be erected inside the usual six month waiting period, the application has now been received and approved. The stone mason has been advised that the Council takes no responsibility for any subsidence which may occur. The date for the installation will be agreed with the office once the stone is ready.

Minutes point 273.5) Following agreement at Full Council, the stone mason has been instructed to carry out repair to one fallen headstone and kerb set in St Nicholas Churchyard. The cost will be split equally with the Church once the work has been completed.

Minute point 273.6) The seven standard roses for the Garden of Rest are on order and will be planted as soon as possible. The groundsman is clearing the rose beds ready for planting.

The office has contacted St Albans Diocesan Solicitors and the Ministry of Justice to request a copy of the churchyard closure application. Both requests have proved unsuccessful and the Diocesan Solicitor reports that St Nicholas Church should have a copy. The Church Warden has been asked to look into this. Councillor Davison-Williams will compile a letter once full information is known.

The tree survey for St Nicholas Churchyard and Garden is due in March 2021, the survey is undertaken every 3 years. **ACTION: Assistant Clerk to seek two quotations for the survey, to be discussed at a future committee meeting.**

As previously agreed, the War Memorial Service and gathering for Remembrance Sunday has been cancelled this year due to Covid-19. St Nicholas Church have confirmed that they will ring the bells on Remembrance Sunday up until the Silence at 11am and although the public service cannot take part, the Scout Leaders, Guides Association and Parish Council will all lay their wreaths. Other organisations have advised the office that they will lay their wreaths on Armistice Day rather than on Remembrance Sunday. The Peace Clock has temporarily stopped working however the Church Warden was hopeful that it could be fixed in time. Bedfordshire Lord Lieutenants office have advised that they would like to attend Bartons Remembrance Sunday services in future years. The Assistant will liaise with the Lord Lieutenants office on this. The office has organised posters advertising the cancellation which will be displayed on notice boards, website and social media.

**20/307 TO APPROVE THE MINUTES OF THE BURIAL GROUNDS COMMITTEE HELD ON 21<sup>st</sup> SEPTEMBER 2020**

Councillor Channon **PROPOSED** the approval of the minutes of the Burial Grounds meeting held on 21<sup>st</sup> September 2020. This was **SECONDED** by Councillor Davison-Williams and **UNANIMOUSLY CARRIED**. The minutes were approved.

**20/308 TO ACKNOWLEDGE THE BURIAL GROUND, CHURCHYARD AND WAR MEMORIAL INSPECTIONS**

The Burial Ground and Churchyard inspection undertaken on 20<sup>th</sup> October and the War Memorial inspection undertaken on 16<sup>th</sup> October were acknowledged. Everything was in order.

**20/309 TO AGREE LOCATION FOR SILENT SOLDIER STATUES**

Councillors, the Assistant Clerk and Groundsman held an onsite meeting to view potential locations for the two Garden Tommy silhouette. Members agreed that the suggested location to the left of the

War Memorial was best this year but a more permanent location would need to be discussed in the future. Councillor Channon **PROPOSED** the silhouettes be installed in the location as agreed with a budget for securing the silhouettes of £20.00. Poppy box to be placed in front of the silhouettes. This was **SECONDED** by Councillor Davison-Williams and **UNANIMOUSLY CARRIED**.

**20/310 TO CONSIDER DISABLED ACCESS IN THE BURIAL GROUND**

Councillor Thomas advised that she had been approached by a resident who has reportedly experienced difficulties accessing their relatives grave due to the shingle pathway which they find difficult to manoeuvre. The resident is a wheelchair user and asked the committee to consider disabled access. Members were advised that when the burial ground was designed, disabled access was considered and the shingle pathway was chosen as it is a suitable and an acceptable surface. There have been no other complaints regarding disabled access and it was noted that any complaint should be directed to the Parish Office in writing rather than by word of mouth. A quick solution to be explored would be to spread out the gravel to create an even surface. Councillor Thomas agreed to update the resident accordingly, the Groundsman should be asked to rake the gravel.

**20/311 UPDATE ON BURIAL GROUND EXTENSION STRATEGY AND TO AGREE ACTIONS REQUIRED**

A list of potential sites was drawn up and reviewed by Councillors. Members agreed that the first stage should be to establish ownership, the Assistant Clerk and Councillor Thomas will look into this. Once ownership has been established each site should be reviewed for its suitability and any other potential sites should be brought to the next committee meeting for consideration.

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

There was none.

The meeting closed at 8.17 pm