

**MINUTES OF A MEETING OF THE BURIAL GROUNDS COMMITTEE
HELD AT BURNTWOOD CEMETERY, ST MATTHEWS ROAD, BURNTWOOD
ON THURSDAY 07 JANUARY 2016 COMMENCING AT 6.00 P.M.**

PRESENT

Councillor Mrs Stokes (in the Chair)
Councillors Bamborough, Mrs Conolly, Mrs Evans and Mrs Rigby

In attendance

B Cooper, Senior Administrative Assistant
Mrs M Danby, Town Clerk
One member of the public

5. APOLOGIES FOR ABSENCE

None, all Members present.

6. DECLARATIONS OF INTERESTS AND DISPENSATIONS

None declared.

7. MINUTES

RESOLVED That the Minutes of the Meeting of the Burial Grounds Committee held on 24 June 2015 (Minute Nos. 1- 4) be approved.

8. BURNTWOOD CEMETERY/COULTER LANE BURIAL GROUND

8.1 Burntwood Cemetery

Members received the Senior Administrative Assistant's (SAA) report.

Grounds Maintenance

It was noted that the grass was still being cut at the Cemetery and that some graves had been turfed. There had been two re-openings which will have to be re-turfed in due course.

Issue with a Burial

Members were informed that a Funeral Director had given the incorrect measurements for a burial on 07 January 2016, they had given the coffin size as 6' 2", not 6' 6".

Compound

The ramp had been installed, it had been delivered in sections so these have been joined together with screws and it is chained to the skips.

Ashes Area

Members were advised that LDC had indicated that planning permission would be required to trellis the Ashes Area as this would be a permanent fixture. The SAA asked if consideration could be given to planting roses instead.

Councillor Mrs Evans said that a memorial wall had also been suggested at the previous meeting of the Committee and this would be much more long-lasting than a trellis. This would mean that people would be able to scatter ashes and put a plaque on a memorial wall as part of the arrangement. Councillor Mrs Rigby concurred with Mrs Evans.

Councillor Mrs Stokes said that Bushbury Cemetery has plaques with photographs of the deceased.

The SAA said that plaques could be installed on the existing paviers and rose bushes could be planted around the pavior circles.

RESOLVED That examples of various schemes be presented at the next meeting of the Committee together with indicative costings. The SAA was requested to seek Pre-Application advice from LDC.

8.2 Coulter Lane Burial Ground

Boundary Wall/Tree

Members were informed of advice that had been received re the boundary wall and tree and resultant works to fell the sycamore tree causing the wall problem.

They were also informed that the LDC Arboricultural Officer- had offered five birch trees from his own stock which he would also plant at no cost to the Town Council other than the purchase of five protective covers.

RESOLVED That the offer of the five birch trees, as set out above, be accepted.

The SAA said that there was now no urgency to undertake work to the boundary wall but it will need to be done at some time in the future. Members felt it was important to get the cost for the repointing of the whole wall so that consideration could be given to allocating funding for the work to be undertaken in due course.

RESOLVED That quotations be sought for repointing the whole wall for consideration at the next meeting of the Committee.

9. COULTER LANE BURIAL GROUND GROUNDS MAINTENANCE REGIME (Minute No. 4.2 refers)

Members were of the opinion that the wildflower planting and grounds maintenance regime instigated by the Staffordshire Ecological Services Ltd had been largely unsuccessful.

RESOLVED That the LDC DSO be instructed to cut the area with a hand flail five or six times a year, commencing after the wild flowers had gone over.

10. DRAFT 2016/17 CEMETERY BUDGET AND PROPOSED FEE AND CHARGES

RECOMMENDED That the Town Council incorporate the draft Cemetery Budget and proposed Fees and Charges into the overall 2016/17 Budget.

11. EXCLUSION OF THE PRESS AND PUBLIC

RESOLVED That under the Public Bodies (Admissions to Meeting) Act 1960 (Section 2) (and as expended by Section 100 of the Local Government Act 1972), the press and public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information.

12. BURNTWOOD CEMETERY

Members considered information regarding a memorial mason who had repeatedly ignored the Cemetery Regulations.

RESOLVED THAT:

- a) The memorial mason in question be removed from the Town Council's approved list.
- b) All memorial masons be provided with a copy of the Cemetery Regulations as a reminder and that the covering letter should state that no work should be done without an Officer of the Town Council being present and that anyone found to be infringing the Regulations will be struck off the approved list.

(The Meeting closed at 6.48 p.m.)

Signed

Date