

Our Ref: SL/JM

10 September 2014

To: All Members of the Burial Grounds Committee
(Councillors Bradbury, Mrs Brettell, Norman (Chairman), Mrs Rigby and Taylor)

Copy: B Cooper, Senior Administrative Assistant

Dear Councillor

BURIAL GROUNDS COMMITTEE

The Burial Grounds Committee will meet in the **Meeting Room, rear of Burntwood Library, Sankeys Corner, Burntwood on Thursday 18 September 2014 at 5.30pm** to consider the following business.

Yours sincerely



Steve Lightfoot
Interim Town Clerk

PLEASE NOTE THE START TIME FOR THE ABOVE MEETING

AGENDA

- 1. APOLOGIES**
- 2. DECLARATIONS OF INTERESTS AND DISPENSATIONS**
- 3. MINUTES**

To approve the Minutes of a Meeting of the Burial Grounds Committee held on 24 June 2014 (Minute Nos. 1 - 8) (**ENCLOSURE NO. 1**).

- 4. BURNTWOOD CEMETERY/COULTER LANE BURIAL GROUND**

The Senior Administrative Assistant's report follows:

A. BURNTWOOD CEMETERY

Interments

Since the first interment in Burntwood Cemetery in 2007 there have been a total of 119 new adult grave plots purchased as well as 11 re-openings of these graves. There have also been 89 cremated remains plots and 6 child grave plots purchased. In 2014/2015 there have been 4 new adult grave plots and 4 cremated remains plots purchased and one re-opening of a grave.

Maintenance

Lichfield District Council DSO is responsible for the grass mowing of the areas in the cemetery where there are no graves, the area between the cemetery fence and the main road and the open space in Sister Dora Avenue. This season's grass mowing cycle commenced in March and has been carried out regularly since then.

The box mowing of the cemetery grave and cremated remains areas has been done by Mr Wilson regularly since March.

Tree Works

The tree works required at the Cemetery and Coulter Lane have commenced and should be completed by the middle of September.

Memorials

A list of the graves and cremated remains plots where no application for a memorial has yet been received is shown as **ENCLOSURE 2**.

B. COULTER LANE BURIAL GROUND

Maintenance

Lichfield District Council is responsible for mowing the site and this commenced at the beginning of July.

5. BURNTWOOD CEMETERY: SIGNAGE

Members to receive the up to date position regarding the "IN" and "OUT" entrance signs to the cemetery and the finger post signs.

6. EXCLUSON OF THE PRESS AND PUBLIC

The Chairman will move:

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.

7. MINUTES

To approve the Confidential Minutes of a Meeting of the Burial Grounds Committee held on 24 June 2014 (Minute No. 8) (**ENCLOSURE NO. 3**).

8. COULTER LANE BURIAL GROUND: BADGER

Members to receive the up to date position regarding the badger.

**MINUTES OF A MEETING OF THE BURIAL GROUNDS COMMITTEE
HELD AT BURNTWOOD LIBRARY, SANKEYS CORNER, BURNTWOOD
ON TUESDAY 24 JUNE 2014 COMMENCING AT 5.30 P.M.**

PRESENT

Councillor Norman (in the Chair)
Councillors Bradbury and Mrs Rigby

In attendance

Mrs M Danby, Town Clerk
B Cooper, Senior Admin. Assistant

1. APOLOGIES FOR ABSENCE

Councillors Mrs Brettell and Taylor

2. DECLARATIONS OF INTERESTS AND DISPENSATIONS

None declared.

3. MINUTES

RESOLVED That the Minutes of the Meeting of the Burial Grounds Committee held on 12 December 2013 (Minute Nos. 11 - 19) be approved as a correct record.

4. BURNTWOOD CEMETERY/COULTER LANE BURIAL GROUND

Members received the Senior Administrative Assistant's report.

RESOLVED THAT:

- a) The report be received and noted.
- b) The results of the recent tree survey be noted and that the following quotations from Dunford & Sons be accepted:
 - To fell two trees at Coulter Lane Burial Ground in the sum of £750 plus VAT
 - To carry out the remainder of the work detailed in the tree inspection report at Coulter Lane Burial Ground in the sum of £890 plus VAT
 - To carry out the work detailed in the tree inspection report at Burntwood Cemetery in the sum of £450 plus VAT
- c) The tree inspection report be sent to all Members via email for information.

- d) It was noted that the Ashes area needs to be designated and that Regulations need to be considered for this specific area – deferred to the next meeting of the Committee.

5. BURNTWOOD CEMETERY – SIGNAGE

RESOLVED THAT:

- a) Larger, post mounted signs be installed at the "IN" and "OUT" entrances to the Cemetery.
- b) Staffordshire County Council be requested to give permission for, and install, a finger post indicating the Cemetery – to be located opposite the "IN" entrance. The County Council is also requested to give a quotation to provide an additional finger on the posts at the junction of Coulter Lane/St Matthews Road and at Farewell Lane indicating the direction to the Cemetery.

6. BURNTWOOD CEMETERY – BUDGET AS AT 12 JUNE 2014

RESOLVED That the report be received and noted.

7. EXCLUSION OF THE PRESS AND PUBLIC

RESOLVED That under the Public Bodies (Admission to Meetings) 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.

8. COULTER LANE BURIAL GROUND

Members agreed to accept a quotation from Staffordshire Ecological Services Ltd to deal with a long-standing problem at the Coulter Lane Burial Ground (as set out in the Confidential Minutes).

(The Meeting closed at 5.55 p.m.)

Signed

Date

NO MEMORIAL

 12 MONTHS

 APPLICATION MADE

		INTERMENT	
		DATE	
SECTION 1 Adult Graves			
E	54	WALSH P.	25/04/2014
E	55	TURNER G.	28/05/2014
E	56	BEDINGTON	22/07/2014
SECTION 2 Adult Graves			
E	52	GEOBEY J.	11/04/2013 CO-OP
E	54	PARRY S.	02/05/2013
E	58	ROCK G.	04/06/2013
E	62	BATES A.	23/01/2014
SECTION 3 Cremated Remains			
D	88	BEDINGTON D.	08/08/2014
D	89		05/09/2014
SECTION 4 Child Graves			