



PURTON PARISH COUNCIL

Minutes of the Burial Committee Meeting held on Monday 5th March 2018 at Purton Village Hall, Station Road, Purton commencing at 7pm

Committee Members Present : Councillors Neil Hooper (Chairman), Susan Matthews and Ray Thomas

Officers Present : Deborah Lawrence, Clerk
Declan Coker, Groundsman

At the start of the meeting the Clerk introduced Declan Coker to the committee. Declan joined us in January 2018 and has become a valuable part of the grounds team and has been concentrating on the Cemetery. The Committee welcomed Declan onboard.

01/18 **Apologies for Absence**

Apologies for absence were received and accepted from Councillor Geoff Greenaway, Helen Hicks and Jamie Hurwood.

02/18 **Declarations of Interest**

None received.

03/18 **Minutes of Previous Meeting**

Members agreed that the minutes of the meeting held on Monday 4th September 2018 which were ratified at the Council meeting held on Monday 13th November 2017 were to be signed as a true record. **Proposed** by Chairman of Council Ray Thomas, seconded by Councillor Sue Matthews with all those who were attendance in favour.

04/18 **Public Question Time**

No members of the public or press were present.

05/18 **Burial Stats**

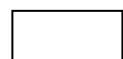
The Clerk presented the meeting with statistics of both full and cremated remain interments along with memorial requests from August 2017 to February 2018. Members **NOTED** the information.

06/18 **Finance**

- a) Committee considered price changes in line with basic RPI and agreed the revised prices. **Proposed** by Chairman of Council Ray Thomas, seconded by Councillor Neil Hooper with all those present in favour.
- b) Finance sheets as at 28-2-18 were **NOTED**.

07/18 **Project Updates 2017-18**

- a) **Noticeboard** has been installed at the Cemetery. **NOTED**
- b) **Water/Litter Bin Project** – It was unanimously agreed, **Proposed** by Chairman of Council Ray Thomas, seconded by Councillor Neil Hooper that this project is put on hold pending the purchase of new burial land. The monies set aside will be utilised for the testing of burial land for suitability.





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- c) **Church Yard Trees** – The Clerk advised that planning permission came in today for consideration of the works proposed at the Churchyard. Dependant on when the planning permission is granted works will commence around the various seasons and nesting periods. **NOTED.**
- d) **Church Boundary Wall** – the Clerk provided sight of a report provided by a stone mason dated 2013 for works to the boundary stone wall. It was **Proposed** by Chairman of Council Ray Thomas, seconded by Councillor Sue Matthews with all those present in favour to instruct the Mason to revisit the wall and estimate the next works bearing in mind that the report is 4 years old. The Clerk will instruct and report back.

08/18 Future Projects 2018-19

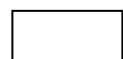
The Clerk presented the Committee with pictures of works carried out recently to the entrance of the cemetery by the grounds team. It was suggested that due to a waiting list of people wishing to have a memorial plaque/plant etc in the Cemetery we would utilise the space now created. It was unanimously **Proposed** by Chairman Ray Thomas, seconded by Councillor Neil Hooper for the Clerk to investigate options and provide a “round robin” email with suggestions.

09/18 St Marys Church

- a) The Clerk advised that the “responsibility for maintenance document” required amendment and signing which refers to responsibilities for maintenance of the Churchyard by the Parish Council. It was **Proposed** by Councillor Neil Hooper, seconded by Chairman of Council Ray Thomas, with all those present in favour of the Clerk reproducing, checking with all committee that they are happy before sending to the Church for signature and filing.
- b) The Clerk advised committee members that the Churchyard had yet to be memorial tested. She was meeting with a company who could carry out these works on behalf of the Council, this would then secure the works for a further 5 years which would then allow the new groundsman to be trained. The Clerk will update members on the details once received. Estimated cost were **NOTED** at approximately £2.95 per memorial. It was **Proposed** by Councillor Neil Hooper, seconded by Chairman of Council Ray Thomas, with all those present in favour that provided the cost was under £1000 it should be actioned as soon as possible. The Clerk advised that Diocese approval would be required and this may hold the process back.

10/18 Memorial Safety Programme within Purton Cemetery

- a) The Clerk advised that memorial testing has been carried out at Purton Cemetery under the Local Cemeteries Order of 1977 and no headstones were dangerous however we did have approximately 40 that required attention due to loose fittings. We do not have ownership details for the majority due to the age. It was **Proposed** by Councillor Neil Hooper, seconded by Chairman of Council Ray Thomas, that we should put a notice in the magazine, FaceBook and also website advertising the details and see if this generates a response. A small budget is available for repairs, however it was deemed that every effort would be made to contact the family before headstones were led down, if unsafe, or action taken by the Council.





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11/18 **Land Purchase**

The Clerk advised that the Council had now successfully purchased the land known as Long Ground at Church End for future burial purposes. The Clerk has instructed Cemetery Services to commence works on Monday 19th March 2018 to determine its suitability. This process will take approximately 6-8 weeks. The funds required to carry out this survey will be transferred from the Water/Litter bin project which has been placed on hold.

There being no further business the Chairman thanked the members and the meeting closed at 7.45pm.

Chairman Signature

Date of signature :

