



## PURTON PARISH COUNCIL

### BURIALS COMMITTEE MEETING

Councillors are summoned to attend a Meeting of the Burials Committee which will be held at the Village Hall, Station Road, Purton on **Monday 5<sup>th</sup> March 2018 at 7pm**

Committee Members : Councillors: Neil Hooper (Chairman), Geoff Greenaway, Helen Hicks, Jamie Hurwood, Sue Matthews and Ray Thomas.

A handwritten signature in black ink, appearing to read 'Deborah Lawrence'.

Wednesday 28<sup>th</sup> February 2018

Signed : Clerk to the Council  
Deborah Lawrence

*Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status, age and any disability), Crime and Disorder, Health and Safety and Human Rights.*

*Public Questions Time - Members of the public are permitted to speak and ask questions during public question time. There is a limit of three minutes speaking time per person. Council is not required to give an immediate answer to a question or debate it at the meeting. Once Public Question Time is over and the Council/Committee has started the main meeting members of the public are welcome to remain for the duration of the meeting but may not participate further. There are occasions however when the public and press maybe excluded from a meeting due to the nature of the business to be discussed.*

*All mobiles phones to be on silent or switched off during meetings and not to be used unless in an emergency.*

### **AGENDA**

#### **1. TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE**

#### **2. DECLARATION OF INTERESTS**

Members are reminded of their responsibility to declare any disclosable pecuniary interest which they may have in any item of business on the agenda no later than when that item is reached. Unless dispensation has been granted, you may not participate in any discussion of, or vote on, or discharge any function related to any matter in which you have a pecuniary interest as defined by regulations made by the Secretary of State under the Localism Act 2011. You must withdraw from the room when the meeting discusses and votes on the matter.

#### **3. MINUTES OF PREVIOUS MEETING**

To approve and sign the minutes dated Monday 4<sup>th</sup> September 2017 ratified at the full Council meeting held on Monday 13<sup>th</sup> November 2017. **ATTACHED**

#### **4. PUBLIC QUESTION TIME**

Members of the public are invited to make representations to Purton Parish Council on any matters relating to the work of the Council. (Public Bodies admission to meetings) Act 1960. Please state your name and address for the records.



**5. BURIAL STATS**

Report for August 2017-February 2018. **ATTACHED**

**6. FINANCE**

a) To consider price increase effective from April 2018. **ATTACHED**

b) Finance sheets as at 28-2-18. **ATTACHED**

**7. PROJECT UPDATE 2017-18**

a) Notice board – For information installed and in use.

b) Water/litter bins – Committee to consider placing on hold the project to add additional water and litter bin locations, pending outcome of new land purchase.

c) Churchyard Trees – Update from the Clerk. **ATTACHED.**

d) St Marys Churchwall - budget in place to continue works as per the report 2013 **ATTACHED.**  
Committee to consider reviewing the works and requesting a revisit to site from the mason with a view to commence the next phase in 2018-19.

**8. FUTURE PROJECTS 2018-19**

Committee to consider utilising the space to the front of the cemetery entrance to offer memorial trees/shrubs/plaques. Clerks verbal report.

**9. ST MARYS CHURCHYARD**

a) Committee to consider adoption and/or amendment to a document relating to the maintenance and responsibility of the Churchyard, dated July 2005. **ATTACHED**

b) Consideration to be given to contracting a supplier to carry out the memorial testing in the Churchyard due to the complexity of the stones and memorials. Clerk to advise.

**11. MEMORIAL SAFETY PROGRAMME WITHIN PURTON CEMETERY**

a) Purton Cemetery memorial testing was completed at the end of January 2018. A failure of headstones was tabled and all families written to apart from those who ownership is not determined. Clerks verbal report. **ATTACHED**

b) Consider a budget for repairs to those that no contact can be made. Clerk to give verbal report.

**12. LAND PURCHASE**

Clerks update on land purchase and instruction to proceed with Cemetery Services.