

**PERSHORE TOWN COUNCIL
CEMETERY COMMITTEE
Thursday 26th November 2020**

Minutes of a meeting of the **Cemetery Committee** held on Thursday 26th November 2020, via Zoom commencing at 7.30pm.

Present: - Cllr D Annis (Chairman)
Cllr R Gillmor
Cllr J Hemming
Cllr J Palfrey
Cllr C Parsons MBE
Cllr V Smith

Items referred by members of the public

There were none

079. Apologies

Cllr Brookbank's apologies were accepted as he had a family commitment.

080. Declarations of Interest

There were none

081. Minutes

It was proposed by Cllr Hemming seconded by Cllr Gillmor and RESOLVED that the minutes of the meeting held 24th September 2020 be signed as a true record of the proceedings.

082. Matters of report from the minutes

- a. The Clerk advised that the Cemetery electricity supplier had been changed to Bulb as agreed.
- b. The Clerk advised that following discussions with the mowing contractor this contract had been awarded as agreed.

083. Finance

It was proposed by Cllr Gillmor, seconded by Cllr **Smith** and RESOLVED that the draft budget comparison to the end of November be accepted.

084. Budget 2021/22

Members considered possible savings to be made in the Cemetery budget to enable the Town Council budget to also be reduced. It was proposed by Cllr Gillmor, seconded by Cllr Parsons and RESOLVED that the revised budget be adopted and included in the draft Town Council budget to be debated at the Finance and Property Committee the following

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week.

085. Cemetery Chapel

- a. The Clerk advised that she was finding it difficult to find a roofing contractor who wished to quote for the works to the chapel roof to prevent squirrels entering. It was agreed the grounds staff endeavour to ascertain where entrance was being gained and members would advise the Clerk of reputable roofing contractors who may be interested in this work.
- b. Members discussed how to enable families of those buried in the cemetery in the past year could attend the cemetery in advance of Christmas to take part in a remembrance of some sort. It was agreed to put a tree under the archway for people to attach a memory card and have the chapel open for private reflection. Members of the Cemetery Committee agreed to attend to ensure social distancing and the Clerk will advise that anyone attending will need to wear a mask.

The Clerk will also contact the Mayor's Chaplain and it was agreed the event take place on Saturday 19th December from 1.00pm – 4.00pm.

A possible card to be sent to families was also agreed and the Clerk will arrange for invitations to be sent out in due course.

- c. The Clerk advised that a "Stained Glass" website was in then process of being created and the chapel window would feature. The Clerk will be advised once the site is "live".

086. Cemetery

- a. The Clerk advised that she had been advised that it was anticipated that it could be some months before the Road Traffic Order was published as it was not a high priority. However, it was now in the planning stage.
- b. The Clerk explained the concerns about ensuring the correct scaffold tower was purchased. It was agreed that Cllr Hemming contact Number 8 and ask that the Clerk inspect the one they recently purchased and take advice prior to purchasing one for use by the grounds staff. It was proposed by Cllr Smith, seconded by Cllr Annis and RESOLVED that the Clerk proceed with the purchase once advice had been taken up to a maximum of £900 plus VAT.
- c. The Clerk advised that works to the rear gate at the cemetery had been started.
- d. The Clerk advised that following her letters to various families with unauthorized memorials, some had removed these but others had not. Members authorised the Clerk to contact those families who had not complied with the request, give them a timescale within which to remove the items and if they did not, advise them that they would be removed by the grounds staff and stored for their collection.

087. Cemetery Field

- a. The Clerk explained that the residents in Dowling Drive had asked for the brambles not to be removed but for a membrane to be laid between their boundary and the brambles in an attempt to prevent them encroaching onto their property. The Clerk had obtained a quotation for these works which was considerably higher than the original proposal. It was proposed by Cllr Smith, seconded by Cllr Parsons and RESOLVED that the brambles be

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removed and the Clerk will advise the residents and authorise the contractor accordingly.

088. Items for Information

The Clerk advised that the report from the archaeologists following their watching brief during the construction of the toilet block had been received with no significant finds being recovered.

089. Items for future agenda

There were none

EXCLUSION OF PUBLIC & PRESS:

It was proposed by Cllr Gillmor, seconded by Cllr Hemming and RESOLVED that in accordance with the provisions of the Public Bodies (Admission to Meetings) Act, 1960, as amended by the Local Government Act 1972, the public and press be excluded from the remainder of the meeting owing to the confidential nature of the business to be transacted” agenda item 12, Items for information

090. Items for information

Cllr Parsons updated members on issues relating to the Cemetery.

There being no further business, the meeting closed at 20.45

Signed..... Date.....
Chairman