

**PERSHORE TOWN COUNCIL
CEMETERY COMMITTEE
Thursday 28th November 2019**

Minutes of a meeting of the **Cemetery Committee** held on Thursday 28th November 2019, at the Town Hall, 34 High Street, Pershore commencing at 7.30pm.

Present:- Cllr D Annis (Chairman)
Cllr P Brookbank
Cllr R Gillmor
Cllr J Hemming
Cllr C Parsons MBE

Items referred by members of the public

There were none

024. Apologies

Apologies were accepted from Cllr Palfrey who was working and Cllr Smith who was unwell.

025. Declarations of Interest

There were none

026. Minutes

It was proposed by Cllr Gillmor seconded by Cllr Hemming and RESOLVED that the minutes of the meeting held 1st October 2019 be signed as a true record of the proceedings.

027. Matters of report from the minutes

- a. The Clerk advised that she had now received the signed contract for the grounds maintenance and would be meeting them on site in the New Year to ensure they understood the requirements.
- b. The Clerk advised that the revised fees had been circulated to all local funeral directors and approved masons and would be uploaded onto the website in time for 1st April 2020.
- c. The Clerk advised that she had still not been able to find a bell hanger able to undertake the works to install the bell but would continue to work on this.

028. Finance

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

029. Cemetery Chapel

a.

- Cllr Gillmor advised that he had been told the most appropriate time to advertise the boats for sale would be in the Spring and he would undertake this.
- Cllr Hemming advised that she would be booking the skittles evening to take place in the New Year.
- The Clerk will liaise with Cllr Hemming about possible music events in the chapel and apologised that this had not yet been possible.
- Cllr Parsons will hold a quiz – date to be confirmed but in the New Year
- Cllr Brookbank advised that he had found it impossible to sell the WW1 books but rather than them be destroyed the Clerk agreed to see whether it may be something the High School could find useful.
- The Clerk will forward the list of ships crests, together with their brief history and a few photographs to Cllr Brookbank as well as endeavouring to advertise them in specialist publications.

b. The Clerk advised that currently 40 people had asked to attend the annual Christmas service on Saturday 14th December at 4.00pm and Mrs Gerrard had agreed to take this. The Clerk had contacted Waitrose to see whether they may be able to donate some mincepies and Cllr Annis agreed to attend at Chairman of the Cemetery Committee.

c. Cllr Parsons reminded members of the recent issue when a CD provided by a family for a funeral in the chapel failed to work during the funeral and the undertaker had to bring in a player from the hearse. The Clerk had apologized to the Funeral Director and it had been agreed only original CDs be provided in future. The Clerk had investigated using a tablet for music in future and it was agreed that provided existing CDs could be downloaded this would be a matter for further discussion at the January meeting.

d. The Clerk advised that following squirrel damage to the chapel roof there had been an ingress of water. A local roofer had agreed to repair this damage at a cost of £300 although this had not yet been undertaken. The Clerk was asked to chase the company and ask for this matter to be expedited now that some drier weather was forecast. The Clerk was also asked to speak to some experts from the Diocese for suggestions as to how this damage could be prevented in the future.

030. Family History Centre

The Clerk advised that the laptops and other necessary equipment for the Family History Centre had been delivered and the Clerk hoped that these would be tested shortly with a view to members meeting to learn how to upload the burial records in the new Year.

031. Cemetery

a. The Clerk advised that the shoring had been disposed of at no cost to the

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Council.

b. The Clerk was authorized to obtain one more quotation for the replacement of the container and a decision be made at the next meeting on how to proceed.

c. The Clerk advised that the bricks and roof tiles had been approved by the Conservation Officer although there was still some confusion as to the required size of the toilet block in view of the fact it would be the only available toilet on site. The Clerk was asked to enquire of South Worcester Building Regulations as to a definitive answer as she had only found regulations relating to the required equipment and no reference to the size of the building. Once this information was to hand the Clerk was authorized to get two more quotations for the works and bring the matter to the January meeting.

d. Members agreed to defer the matter of the layout of the new Garden of Remembrance to the January meeting.

e. The Clerk was asked to ascertain from Cllr Liz Tucker whether the bollards suggested for the layby outside the cemetery could be installed and the possible timescale. It was noted that their installation would be preferred at the same time as the car park signage was installed.

032. Cemetery Field

a. The Clerk advised that she had been advised the car park signage would be installed in the New Year.

b. It was agreed possible uses for the field be a matter for consideration at a future meeting.

033. Items for Information

There was none

034. Items for future agenda

There were none

There being no further business, the meeting closed at 20.30

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