

**PERSHORE TOWN COUNCIL
CEMETERY COMMITTEE
THURSDAY 24th January 2019**

Minutes of a meeting of the **Cemetery Committee** held on Thursday 24th January 2019, at Town Hall, 34 High Street, Pershore commencing at 7.30pm.

Present:- Cllr P Brookbank (Chairman)
Cllr D Annis
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

279. Apologies

There were none

280. Declarations of Interest

There were none

281. Minutes

It was proposed by Cllr Smith seconded by Cllr Annis and RESOLVED that the minutes of the meeting held 22nd November 2018 be signed as a true record of the proceedings.

282. Matters of report from the minutes

There were none

283. Finance

The Clerk presented a draft budget comparison to the end of January noting that she anticipated that both income and expenditure would be on budget for the year. It was proposed by Cllr Palfrey, seconded by Cllr Gillmor and RESOLVED that the budget comparison be accepted.

284. Cemetery Chapel

a. The Clerk advised that the sum of just over £16,000 still needed to be raised for the Stained Glass Window but that she had that afternoon been given a further donation from the Defford Airfield Heritage Society. Members considered various fund raising activities as follows:-

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The Clerk advised that good progress was being made with typing the history of the ships represented by the crests and it was hoped these would be advertised for sale shortly.

Cllr Brookbank was having difficulty contacting Henry Sandon and it was agreed the Clerk liaise with the District Council in this regard.

Members agreed the price of £8 a ticket for the quiz on 15th February to include a fish and chip supper and two members asked for 12 tickets between them to be set aside.

It was agreed the next chapel open day be held on 3rd March from 10.30 to 12.30 and the Clerk will ensure this is publicized.

Cllrs Palfrey and Hemmings agreed to liaise regarding a skittles evening at the sports club

Cllr Palfrey advised that Mr Roy Albutt would be presenting a talk on the light and colour in stained glass and he wondered whether a raffle at this evening may raise some funds.

- b. Members noted that the annual Christmas service had been well attended.
- c. The Clerk advised that the five year electrical test had now been completed with no issues found
- d. Cllr Parsons suggested it may be possible to provide information for local funeral directors about the chapel and window and it was agreed further ways of promoting the chapel for funeral services be an item for the next agenda.

285. Cemetery

- a. Members noted that the sample square metre of wall had been agreed by the Conservation Officer and the bricks ordered. The repairs would therefore start shortly.
- b. Members considered the proposals for the new toilet block design and some concerns were expressed at the lack of PV panels and the possible cost. It was agreed Cllrs Brookbank and Parsons meet with the surveyor to discuss these aspects before agreeing that the work go out to tender.
- c. The Clerk advised that she had not been able to arrange for the agreed bollard to be installed and she hoped this would be undertaken in the next few weeks.
- d. The Clerk advised that replacement whips had now been planted along the footpath from the car park as agreed.
- e. The Clerk advised that she had been unable to obtain a definitive answer to the question of responsibility should the grave digger be injured whilst digging a grave but she had been advised that provided the Town Council held a copy of the necessary risk assessment, method statement and public liability insurance the Town Council could not be held liable for the negligence of the grave digger as this would be covered by his own insurance.
- f. The Clerk advised that the shoring in the container was the property of the previous Joint Burial Committee and therefore now the Town Council. It was agreed that as this shoring was of no practical use in the cemetery it should be sold for scrap

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although members noted it was unlikely to worth a large sum.

g. Members noted a request from a resident of Dowling Drive for consideration for some trees to be replanted so that their view did not overlook mourners at funerals. Upon a site inspection members felt that there was no overlooking issues that would in any way upset mourners and therefore at this time that no action should be taken.

h. The Clerk advised that she had that day met with the grounds maintenance contractor. It had been agreed that an inspection would be made after the first mowing of the season to ensure that standards were set and that these then be kept to for the remainder of the season. A small team had been recruited to work specifically on the Town Council contract to ensure quality was maintained.

286. Cemetery Field

It was agreed that a sign be made to be fixed at the entrance to the car park to assist with mourners who did not know the area to see where to park.

287. Items for Information

There were none

288. Items for future agenda

There were none

There being no further business, the meeting closed at 20.45

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