

**PERSHORE TOWN COUNCIL
CEMETERY COMMITTEE
THURSDAY 24th May 2018**

Minutes of a meeting of the **Cemetery Committee** held on Thursday 24th May 2018, at Town Hall, 34 High Street, Pershore commencing at 7.00pm.

Present:- Cllr D Annis
Cllr P Brookbank
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

227. Election of Chairman

Cllr Brookbank was nominated as Chairman by Cllr Gillmor and seconded by Cllr Hemming. Cllr Gillmor was nominated by Cllr Annis and seconded by Cllr Smith. Upon putting the two nominees to the vote each received two votes from the committee. Cllr Gillmor then stated he would be happy to allow Cllr Brookbank to take the Chair. Cllr Brookbank was therefore duly elected as Chairman of the committee for the ensuing year.

228. Election of Vice Chairman

Cllr Gillmor was nominated by Cllr Parsons and seconded by Cllr Brookbank as Vice Chairman. There being no further nominations, Cllr Gillmor was duly elected as Vice Chairman of the committee for the ensuing year.

229. Apologies

Cllr Palfrey sent apologies for his anticipated late arrival

230. Declarations of Interest

There were none

231. Minutes

It was proposed by Cllr Gillmor seconded by Cllr Annis and RESOLVED that the minutes of the meeting held 29th March 2018 be signed as a true record of the proceedings.

Chairmans
Initials

232. Matters of report from the minutes

- a. Members noted that the inspection of the outside water tap had yet to be undertaken
- b. The Clerk advised that the family requesting a larger than usual memorial were now aware of the committee's agreement and were considering designs.

233. Finance

Members noted the budget comparison to the end of May.

234. Cemetery Chapel

- a. Members noted that fund raising had now reached £27,658.35 although the crowd funding had been most disappointing.
- b. Various further fund raising suggestions were considered as follows:-
 - In view of the small number of items available for auction it was agreed a photograph of the wooden lorry be on the Carnival stall to see if there was any interest, together with one of Cllr Brookbank's books. If there was no interest it was felt these could be sold on Ebay with a reserve and this will be discussed at the next meeting. Cllr Parsons advised that he was still anticipating the ship's badges would be donated.
 - In the absence of Cllr Tucker Cllr Brookbank agreed to discuss the art exhibition and auction with him and report back to the Clerk with any further information.
 - The Clerk advised members that the pull up banner would be delivered in time to be used at Carnival
 - Cllr Parsons advised he was continuing to attempt to contact Henry Sandon.
 - In the absence of Cllr Tucker, Cllr Brookbank agreed to contact him to discuss the possible fund raising garden party
 - Members noted the table top sale on 9th June which was being publicized. Cllr Parsons advised that he had been donated various items to be sold in aid of the window.
 - Members noted that the next Open Day was to be Sunday 24th June from 2 – 4. Cllr Parsons apologised that he would be attending a Mayoral engagement.
 - It was suggested a further quiz be held – possibly near to Christmas and this would be considered at the next meeting.
- c. The Clerk advised that she had placed the order for the window guards as agreed.
- d. Members considered the dedication of the window and the Clerk explained progress to date. It was noted that the format may need to be considered at a special meeting once a date had been finalized.
- e. Cllr Parsons advised the meeting of the paint flaking off the wall which would need some remedial work. It was agreed the Clerk contact their surveyor for advice.

Chairmans
Initials

Cllr Parsons advised that one of the speakers appeared not to be working. It was agreed Cllrs Parsons and Brookbank would investigate the problem and Cllr Smith advised that she may be able to supply a replacement if necessary.

235. Cemetery

- a. The Clerk advised that the Conservation Officer had agreed the bricks to be used in the boundary wall repairs but was not happy with the coping stone. The Clerk had advised the surveyor and his response was awaited.
- b. The Clerk advised that the Conservation Officer was still unhappy about a wooden structure for the toilet block. It was agreed the Clerk meet with the Conservation Officer and the Surveyor to see whether a compromise could be reached. One option suggested was that a new toilet block could be built in the field.
- c. Cllr Parsons advised members of the very poor state of Worcester cemeteries and that, as a family member of a grave in St John's Cemetery he was intending, on a personal basis, to complain to the City Council.

236. Cemetery Mapping and Family History

The Clerk advised that the Heritage Lottery wished for the remaining funds to be spent as soon as possible as this project was, in their opinion, now closed. The £7,097 left needed to be spent on I T equipment and cameras but members agreed that purchasing equipment now that would not be used for many months would result in the equipment starting to become out of date before it was even installed.

Following debate it was proposed by Cllr Smith, seconded by Cllr Annis and RESOLVED that the Clerk use the funds to purchase the necessary equipment but ask that delivery be delayed until the end of the financial year when the most up to date equipment possible could be obtained.

237. Cemetery Field

- a. Members noted that the hedging had not been able to be replaced and that this would now take place in the autumn.
- b. Cllr Smith asked whether it might be possible for the Cemetery Field to be given a name, possibly related to its original field name. It was agreed the Clerk investigate this and report to the next meeting.
- c. Cllr Brookbank advised that a few cars seemed to park in the car park over night despite the gates being locked. Members felt that this was not something they would wish to see so it was agreed the Clerk take various measures including speaking to the ground staff, changing the padlock code and placing notes on cars in the hope of resolving the issue quickly.

238. Items for Information

There were none

Chairmans Initials

29.03.18

239. Items for future agenda

- a. Start time of meetings (July meeting to be at chapel)
- b. Quinquennial

There being no further business, the meeting closed at 20:30

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

Chairmans Initials
