

**PERSHORE TOWN COUNCIL
CEMETERY COMMITTEE
MONDAY 25th September 2017**

Minutes of a meeting of the **Cemetery Committee** held on Monday 25th September 2017, at the Cemetery meeting room, Defford Road, Pershore commencing at 3.00pm

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

Items referred by members of the public

There were none

181. Apologies

There were none.

182. Declarations of Interest

There were none

183. Minutes

It was proposed by Cllr Brookbank seconded by Cllr Gillmor and RESOLVED that the minutes of the meeting held 27th July 2017 be signed as a true record of the proceedings.

184. Matters of report from the minutes

The Clerk advised that the noticeboard would be installed shortly. The Clerk would be contacting the County Council to determine the most appropriate position in front of the cemetery.

185. Finance

a. Members noted the draft budget comparison to end of September and noted that fees were currently considerably under budget. It was suggested the Clerk contact various funeral directors to inform of the services available at Pershore.

b. Members considered the suggested increase in fees from April 2018 and it was proposed by Cllr Parsons, seconded by Cllr Gillmor and RESOLVED that the fee increase be approved. The Clerk will arrange for the various masons and funeral directors to be advised and for the leaflet to be updated.

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186. Cemetery Chapel

a. Cllr Parsons advised of the success of the previous weekend with the Abbey's coffee morning raising £551.76 and the open day £360.08. The Plum Fair stall had raised a further £246.78 and the Clerk advised that the £500 from Churchill Housing was now anticipated shortly.

b. Members considered fund raising for the window as below:-

- Cllr Palfrey reminded members of the film evening on 6th October and asked that it be publicized as much as possible.
- The Clerk advised that once fund raising had reached 50% she would instigate the agreed crown funding
- It was agreed to create a thermometer electronically so that it would be easy to update and this be placed inside the notice board once installed.
- Cllr Parsons would be on holiday shortly but would arrange for photographs of the ships crests to be taken on his return so that these and the other photographs could be forwarded to the local auctioneer as agreed.
- Cllr Parsons advised that he was contacting Henry Sandon shortly to discuss a possible valuation event.
- Cllr Tucker agreed to speak to a local resident about the possibility of holding a garden party next summer. He also suggested artists painting pictures of the cemetery which could be sold in aid of the window and he will contact a local artist about this.
- Cllr Parsons suggested a table top sale in St Andrews Gardens.
- Cllr Palfrey suggested a quiz and Cllr Parsons will liaise concerning a date as one is also planned for the Mayor's charities.
- It was agreed the Clerk contact the various organisations depicted in the windows to see whether they may be able to donate. Additionally the Clerk was asked to contact Mrs Burge to discuss contacting relatives of those buried in the war graves section at the cemetery.

c. The Clerk advised that remedial pointing had not yet taken place and that she was meeting Mr White, the chapel surveyor, the following day to see what works were currently required.

d. Members considered the possibility of holding other services in the chapel from time to time and the Clerk was asked to ascertain how many services a year would be required for the chapel to be deemed a place of worship.

e. Members considered the annual Christmas service to be taken by Father Stephen Squires and it was noted that it would helpful to also book an organist for the service as soon as possible. The Clerk will see who is available and book them.

187. Cemetery

a. The Clerk advised that the pre application for the toilet block had been returned with no objections but some additional detail of the eaves and ridge required. It was agreed Cllr Gillmor would take photographs of the existing toilet block to demonstrate how these would be dealt with and the application be submitted. .

Members considered the cost of a power supply and/or solar panels on the roof. It was agreed the planning application include a solar panel on the side of the roof

Chairmans Initials

facing away from the cemetery and further prices be obtained

b. Members noted the price given for the work to link the central water pipe in the cemetery to the new supply. The Clerk advised that she was seeking further quotations and would liaise with the committee once these were to hand.

188. Family History Centre

The Clerk advised that she was awaiting confirmation from the Heritage Lottery Fund as to how much of the grant would need to be repaid.

The Clerk advised that she was hoping to arrange a training session shortly for those members interested in using tablets to photograph the headstones and link them to the grave space.

189. Cemetery Field

a. The Clerk advised the field had now been harrowed and ploughed. It was to be seeded and rolled over the coming weeks. A cost for monthly mowing was awaited.

b. The Clerk advised that the quotation for signage for the car park remained the same but it was agreed that until a decision was taken on the Community Hall no order should be placed.

c. Cllr Parsons expressed his disappointment that some of the newly planted yew and beech whips had died. It was agreed these should be replaced and the Clerk liaise with the College regarding the provision of the plants and advice as to how they should be planted to give them the best chance of survival.

190. 2018/2019 Budget

Members considered the proposed draft budget for 2018/19 which incurred no additional cost to the Town Council. It was agreed this budget form part of the Finance and Property deliberations in due course.

It was suggested that open days could continue to raise funds for the cemetery even after the window has been paid for.

191. Items for Information

Cllr Palfrey reminded members again of the film show on 6th October.

192 Items for future agenda

Garden of Remembrance

There being no further business, the meeting closed at 1615.

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

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