

**PERSHORE TOWN COUNCIL
CEMETERY COMMITTEE
THURSDAY 26th July 2018**

Minutes of a meeting of the **Cemetery Committee** held on Thursday 26th July 2018, at the Cemetery meeting room, Defford Road, Pershore commencing at 7.00pm.

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 four members of the public present

240. Apologies

There were none

241. Declarations of Interest

There were none

242. Minutes

It was proposed by Cllr Hemming seconded by Cllr Smith and RESOLVED that the minutes of the meeting held 24th May 2018 be signed as a true record of the proceedings.

243. 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 P A system in the chapel was now fully functional again.
- c. The Clerk advised that she was anticipating placing an order for the Family History Centre equipment shortly.

244. Finance

It was proposed by Cllr Hemming, seconded by Cllr Smith and RESOLVED that the budget comparison to the end of July be accepted.

Chairmans Initials

245. Meetings of the Committee

It was proposed by Cllr Smith, seconded by Cllr Gillmor that meetings of the committee start at 7.30pm for the next 12 months when the issue should be reviewed.

246. Cemetery Chapel

- a. Members noted that fund raising had now reached £28,767.68.
- b. Various further fund raising suggestions were considered as follows:-
 - It was agreed that Cllrs Annis and Brookbank liaise regarding the sale of the wooden lorry and books.
 - It was agreed the Clerk list the various crests now kindly donated to the fund and ascertain whether they could be sold to a dealer or whether they should be advertised and sold individually. Cllr Parsons advised that a local historian would be able to furnish the Town Council with the history of each crest if wished.
 - The Clerk advised that the art exhibition and coffee morning would take place on 13th October with paintings being offered for bids in a silent auction. The main auction would then use the silent bids as the starting price in the afternoon. A reserve of £15 on each painting and decision on how much the artist would keep will need to be made.
 - Cllr Parsons advised he was continuing to attempt to contact Henry Sandon.
 - It was felt it was probably too late to arrange a garden party and Cllr Brookbank will discuss this with Cllr Tucker.
 - Members noted the table top sale raised £232.80 thanks to a local resident donating all her takings to the appeal. The Clerk will write to thank her for her generosity.
 - Members noted that the next Open Day on Sunday 24th June had not been well attended due to the World Cup football. A further day will be arranged once the Clerk has ascertained the possible installation date for the window.
 - It was noted there would be a stall in the walkway on Plum Fair day and Cllrs Smith, Palfrey, Annis and Hemming offered to help and be at the Town Hall for 9.30-am to help set up.
 - Cllr Parsons agreed to put on a quiz in the new year
 - Cllr Smith wondered whether a local resident would be prepared to put on a Pershore Past and Present show as was being done for Plum Fair
- c. It was agreed that the dedication service for the window take place on Saturday 27th October at 2.30pm and the Clerk will compile an invitation list. A further open day would then be held to enable as many people as possible to visit the chapel. The Clerk will liaise with Bishop Hooper regarding the service.
- d. Members of the public raised the possibility of an additional way for family members to remember loved ones at Christmas if they were not invited to the chapel service. The possibility of ribbons or candles on a tree was discussed and it was agreed this be an issue for further consideration at the next meeting.
- e. The Clerk was asked to speak again to the surveyor regarding the paint flaking off the wall of the chapel which would need some remedial work.

Chairmans Initials

247. Cemetery

- a. The Clerk advised that the surveyor was in the process of writing a specification for the wall repairs which would commence in the early autumn.
- b. The Clerk advised that she had met with the Conservation Officer and the Surveyor but so far no agreement had been reached. It was agreed she speak to them again and endeavour to find a way forward. This was now required as a matter of urgency.
- c. Members noted the damage done to the main cemetery gates and agreed that in future the left hand gate should be locked so that vehicular access could not be attempted. It was also noted that the top gate was now locked permanently and contractors had been instructed to lock it behind them when working in the cemetery.
- d. Members noted that cars were, on occasion, accessing and egressing the car park via the pedestrian access. It was agreed some form of bollard be installed to prevent this and members agreed to give suggestions to the Clerk.

248. Cemetery Field

The Clerk advised that she was still trying to ascertain the original field name of the field.

249. Items for Information

Members of the public raised the issue of a workman strimming in the cemetery and standing on graves. The Clerk advised that as this was a member of the Town Council staff, the matter had been dealt with but that how this had been handled was a personnel issue and therefore not for public discussion.

250. Items for future agenda

- a. Publicising the Stained Glass Window to residents
- b. Quinquennial

Exclusion of the Public and Press

Owing to the confidential nature of the following agenda items it was proposed by Cllr Watt, seconded by Cllr Smith 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” ie: Staffing issues

251. Staffing issues

The Clerk outlined for members the issues referred to in minute 249 and how this had been dealt with.

Chairmans Initials

26.07.18

There being no further business, the meeting closed at 20:35

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

Chairmans
Initials