

**PERSHORE TOWN COUNCIL
CEMETERY COMMITTEE
THURSDAY 29th March 2018**

Minutes of a meeting of the **Cemetery Committee** held on Thursday 29th March 2018, at Town Hall, 34 High Street, Pershore commencing at 7.00pm.

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

216. Apologies

Cllr Palfrey sent apologies for his anticipated late arrival

217. Declarations of Interest

There were none

218. Minutes

It was proposed by Cllr Brookbank seconded by Cllr Smith and RESOLVED that the minutes of the meeting held 25th January 2018 be signed as a true record of the proceedings.

219. Matters of report from the minutes

- a. Members noted the installation of the noticeboard had now been completed in house
- b. The Clerk advised that the necessary tree works in the cemetery had been completed

220. Finance

Members noted the draft end of year budget comparison and the transfers to reserves for wall repairs and grounds. In response to a question regarding tree works Cllr Parsons advised that regular inspections of the trees was undertaken by a local tree surgeon who had been very proactive in ensuring the necessary works were undertaken in a timely manner. It had been the tree surgeon who had notified the Clerk when recent heavy snow had caused considerable damage at the cemetery so that immediate action could be taken for safety reasons.

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221. Cemetery Chapel

a. Members noted that fund raising had now reached nearly £26,000 although the crowd funding had been most disappointing. The Clerk advised that Pershore Carnival hoped to make a donation from any profits made from the 2018 event.

b. Various further fund raising suggestions were as follows:-

- Auction costs seemed very high so it was agreed to include less valuable items in the table top sale with the remainder being held back for an auction in aid of the appeal. It was suggested this take place in September and further details will need to be considered at the next meeting.
- Cllr Tucker advised that Number 8 was not available and the Art Group were reluctant to hold the exhibition at the Library. It was suggested an exhibition therefore take place in the Town Hall in conjunction with a coffee morning and then an auction of the paintings take place the evening of the same day with wine and cheese. A date in October was felt to be most appropriate and Cllr Tucker will discuss the details with the Art Group and liaise with the Clerk regarding a suitable date.
- Following the cost details of the library murals Cllr Tucker felt on balance that he did not consider this proposal was viable.
- The Clerk advised members of the cost of pull up banners which could be obtained relatively inexpensively if the art work was produced in house. It was agreed the Clerk pursue this and was authorized to spend up to £100 in obtaining something suitable.
- Cllr Parsons advised he had attempted to contact Henry Sandon but to date had been unsuccessful. He would continue to pursue this.
- It was agreed Cllr Tucker approach a local resident with a view to arranging a fund raising garden party
- It was agreed the Table Top sale should now be publicized
- The Clerk advised members that the Canadian Veterans, whilst supporting of the Council's endeavours, had felt unable to contribute to the project.
- It was agreed the next Open Day to be Sunday 24th June from 2 – 4

c. Following debate it was agreed to recommend to Council that the Clerk ask Norgrove Studios to produce and install the necessary window guards for the Stained Glass Window to be installed at the same time as the window

d. Members considered the dedication of the window and it was agreed that this did not need to take place at a weekend and that any day in October could be booked. The Clerk will liaise with the various parties involved. It was felt that the weekend after the dedication should be an Open Day to let as many residents as possible view the window.

222. Cemetery

a. The Clerk explained the suggestion from White Gilbert that a different design for the toilet block be discussed with the Conservation Officer. It was agreed the Clerk contact the surveyor and remind him of the urgency of a new toilet being provided at the cemetery and that the proposed changes should not delay the project too long.

b. The Clerk explained the current issue with the new water tap at the cemetery which had now frozen twice and had needed to be switched off. She had a quote of

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£235 to replace the tap with one of the same design as others in the cemetery but members asked that consideration be given to repairing the existing tap and providing improved insulation. It was therefore proposed by Cllr Smith, seconded by Cllr Brookbank and RESOLVED that the funds could be spent on a replacement tap but that Cllrs Parsons and Brookbank would check that no alternative solution could be found.

c. The Clerk advised that a Listed Building application had now been submitted for the necessary repairs to the cemetery wall adjacent to the Bloor Homes estate.

d. Members agreed to the installation of a large memorial to be placed around two grave plots at the cemetery.

223. Cemetery Mapping and Family History

a. The Clerk advised that the sum of £17,118 was required to be returned to the Heritage Lottery Fund leaving approximately £17,000 available for equipment, displays and furniture for the Family History Centre in due course.

b. The Clerk advised that a further volunteer had now been trained in the inputting of data from the burial register into the mapping software. Once sufficient of these had been uploaded, the photographing of headstones could start.

c. The presentation on the Feek family would take place on either Tuesday 1st or Tuesday 8th May. Cllr Palfrey would advise when he could be available and the Clerk will advise the student accordingly.

224. Cemetery Field

The Committee thanked Mr Genever, Town Council staff, for his work in preparing the border of the car park for replacement hedging. The Clerk advised that this planting had been delayed due to the heavy snow in March but she hoped they would be planted in the next two weeks.

225. Items for Information

There were none

226. Items for future agenda

Quinquennial

There being no further business, the meeting closed at 20:25

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

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