

**PERSHORE TOWN COUNCIL
CEMETERY COMMITTEE
Thursday 25th March 2021**

Minutes of a meeting of the **Cemetery Committee** held on Thursday 25th March 2021, via Zoom commencing at 7.30pm.

Present: - Cllr D Annis (Chairman)
Cllr Peter 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

In the absence of Cllr Annis, Cllr Smith took the Chair

103. Apologies

Cllr Annis gave his apologies for his late arrival

104. Declarations of Interest

There were none

105. Minutes

It was proposed by Cllr Brookbank seconded by Cllr Parsons and RESOLVED that the minutes of the meeting 28th January 2021 be signed as a true record of the proceedings.

106. Matters of report from the minutes

There were none

107. Finance

a. It was proposed by Cllr Parsons, seconded by Cllr Brookbank and RESOLVED that the draft budget comparison to the end of the year be accepted.

b. Members considered the purchase of a scaffold tower for use by the grounds staff both at the cemetery, Town Hall and Library at a total cost of approximately £2,000. It was proposed by Cllr Parsons, seconded by Cllr Smith and RESOLVED that it be recommended to Council that this be purchased with £1,000 coming from the Cemetery budget and £500 each from the Town Hal and Library maintenance budgets.

108. Cemetery Chapel

- a. Members noted that the lightning conductor had failed its annual test and a quotation for its repair had been received. As it was only some four years since the same work had been undertaken, it was proposed by Cllr Parsons, seconded by Cllr Brookbank and RESOLVED that the specification for the works undertaken four year previously be checked along with the invoice relating to the works and the company be asked why the work had only lasted the four years. Additionally the Clerk obtain a second opinion and further quotations should the works be necessary.
- b. The Clerk advised that she was awaiting the Conservation Officer's response regarding squirrel proofing the chapel but hoped that the advice of the Surveyor could be sought when the quinquennial inspection was undertaken.

109. Cemetery

- a. The Clerk advised that the Road Traffic Order for the outside of the Cemetery gate had now been published.
- b. The Clerk advised that following her letters to various families with unauthorized memorials, the majority had now been removed and the grounds staff were in the process of grassing the bare soil. Two families who had asked for extension of time would be considered in confidential session.
- c. Members noted the issue of ragwort in the field off Defford Road and it was agreed the Clerk speak to the Friends of Avon Meadows as to the most appropriate way for this to be removed.
- d. The Clerk advised that a request for a memorial bench had been received from a family. Members agreed to the provision of a bench but that it should be sited alongside a pathway so as not to cause an obstruction.
- e. Cllr Parsons asked that a record of thanks to the grounds staff for their work on the cemetery paths be minuted.

110. Cemetery Field

The Clerk advised that in view of the usual skip not being replaced, and the amount in the cemetery litter bins, the grounds staff had been forced to store rubbish on the field whilst a new skip was awaited.

111. Items for Information

Cllr Annis thanked members for their support during his Chairmanship of the Committee and recorded his thanks to Cllr Parsons for tolling the chapel bell the previous Monday to recognize the 126,000 who had died from Covid 19 during the previous year.

112. Items for future agenda

Field off Defford Road PB

EXCLUSION OF PUBLIC & PRESS:

It was proposed by Cllr Gillmor, seconded by Cllr Hemming 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” agenda item 11, Funerals at Pershore Cemetery and 12 Memorial request

113. Memorials at Pershore Cemetery

a. Members considered the request from two families for and extension of time for their unauthorized memorials to be removed. It was agreed that a draft agreement relating to the type of memorials permitted, particularly in lawn sections of the cemetery, be circulated to members of the committee. In the meantime the Clerk write to the families concerned explaining that the Committee would agree to an extension of time up until the end of May but no longer. The Clerk will write accordingly.

114. Memorial Request

Members considered a memorial request together with the request from the family that consideration be given to a reduction in fees. Following debate members agreed that the memorial met the cemetery guidelines and therefore could be approved.

It was proposed by Cllr Gillmor, seconded by Cllr Parsons that the cemetery fee paid for the memorial should be the rate as applicable to the deceased. The Clerk will liaise with the District Council to ascertain when the deceased left Pershore to ascertain whether resident or non resident fees would apply.

Members considered a request from the same family concerning a report to the necessary authorities following actions taken by a funeral director at the time of an interment. It was proposed by Cllr Smith, seconded by Cllr Brookbank and RESOLVED with one abstention that the Clerk advise the family that the matter had been reported to the correct authorities as per the Church of England (Miscellaneous Provisions) Measure 2014.

There being no further business, the meeting closed at 21.25

Signed..... Date.....