

**PERSHORE TOWN COUNCIL  
CEMETERY COMMITTEE  
Thursday 27<sup>th</sup> May 2021**

Minutes of a meeting of the **Cemetery Committee** held on Thursday 27<sup>th</sup> May 2021, at the Town Hall, 34 High Street, Pershore WR10 1DS commencing at 7.30pm.

Present: - Cllr D Annis  
Cllr Peter Brookbank  
Cllr R Gillmor  
Cllr J Hemming  
Cllr C Parsons MBE  
Cllr V Smith

**Items referred by members of the public.**

There were none.

**115. Election of Chairman**

Cllr Gillmor was nominated by Cllr Parsons, seconded by Cllr Hemming as Chairman of the Committee for the ensuing year. There being no further nominations, Cllr Gillmor was duly elected.

**116. Election of Vice Chairman**

Cllr Hemming was nominated by Cllr Brookbank, seconded by Cllr Smith as Vice Chairman of the Committee for the ensuing year. There being no further nominations, Cllr Hemming was duly elected.

**117. Apologies**

Cllr Palfrey's apologies were accepted as he was working.

**118. Declarations of Interest**

There were none.

**119. Minutes**

It was proposed by Cllr Hemming seconded by Cllr Annis and RESOLVED that the minutes of the meeting 25<sup>th</sup> March 2021 be signed as a true record of the proceedings.

**120. Matters of report from the minutes**

The Clerk reported that the scaffold tower had been ordered and delivery was awaited. Once of the grounds staff was attending a formal training course in its use the following day.

**121. Finance**

It was proposed by Cllr Smith, seconded by Cllr Brookbank and RESOLVED that the draft budget

comparison to the end May be accepted.

## **122. Cemetery Chapel**

a. The Clerk advised that the surveyor would be visiting the chapel on 4<sup>th</sup> and 5<sup>th</sup> June to undertake the Quinquennial inspection.

b. Members noted the Clerk's efforts to ascertain why the lightning conductor had failed its test only four years after remedial works had been undertaken. It was noted that the firm undertaking those work had now gone into liquidation and the Clerk had been unable to find an alternative company to give the committee a second opinion. It was proposed by Cllr Brookbank, seconded by Cllr Smith and RESOLVED that the remedial works be authorised by the Clerk at a cost of £590.

c. The Clerk advised members that with still only in the region of 12 mourners able to attend the chapel for a funeral service the chapel had not been able to be used for services very frequently. In response to a question from Cllr Parsons, the Clerk advised that a few more could be accommodated depending on whether some mourners were able to sit together rather than 2 metres apart, but she advised funeral directors to work on 12 initially.

Cllr Parsons then asked whether bereaved families might be interested in holding smaller memorial services in the Chapel once restrictions allowed. It was agreed that the Clerk offer use of the chapel free of charge for any family wishing to hold a small memorial service. Cllr Hemming suggested this might be possible as part of a dedication of the headstone when it was installed. It was further agreed that any invitations should be delayed until after 21<sup>st</sup> June when any relaxation of restrictions would be clearer.

d. Cllr Brookbank asked whether the issue of squirrels entering the chapel had been resolved. The Clerk advised that the grounds staff had undertaken a temporary solution and she anticipated the surveyor would make suggestions for a more permanent solution when he reported on the Quinquennial.

## **123. Cemetery**

a. Members noted that the new area designated for a Garden of Remembrance would soon need to be brought into use. It was agreed the Clerk map the area and that it be designed in the same way as the existing Garden. The Clerk will advise members of the exact number of plots that could be provided, together with an accurate idea of the life of the area at the next meeting.

b. The Clerk advised that the parking restrictions proposal was out for consultation although she was unsure as to when this would end.

c. The Clerk advised that families were gradually complying with the committee's request to remove items along the length of the grave in those sections where this was not permitted. The grounds staff had 8 more graves to grass although 2 letters to new families had been sent that week. It was noted that this was an ongoing issue although the revised memorial leaflet should prevent newer grave spaces presenting with this problem.

d. The Clerk advised that a memorial bench for the cemetery had been ordered although delivery was not until July.

e. Members considered the issue with the quality of mowing at the cemetery and the complaints received. The Clerk had already spoken to the contractor on a number of occasions and met with one of

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the supervisors. Although the mowing standards had improved it was still not as members would like and the Clerk would be meeting with the manager on 7<sup>th</sup> June.

Following debate, it was agreed the Clerk look at the option of the works being undertaken in house. It was agreed the Clerk look at the costs of increasing staff hours and purchasing the necessary equipment and bring a report to the next meeting of the committee.

f. Cllr Hemming raised a concern that the hoses on the end of the taps at the cemetery may be a potential source of legionella disease. The Clerk advised that she understood this was not an issue with cold water but she would investigate.

Members also suggested that push taps might both solve any potential for legionella as well as save water and it was agreed the Clerk investigate the possibility of the grounds staff installing these on all the taps at the cemetery.

#### **124. Cemetery Field**

a. The Clerk advised that the grounds staff had already started spot spraying ragwort in one area of the field as a test. Provided this was successful, the remainder of the field would be treated. Once this had been completed the Clerk would advise the farmer that the sheep could return.

b. The Clerk advised that following the sale of Bramley's a minor boundary issue error had been identified and the necessary documentation to correct this had now been completed.

#### **125. Items for Information**

The Clerk advised that she had been required to respond to a document from the Valuation Agency regarding the cemetery but she was not sure to what use this information would be put. It was agreed the Clerk contact other cemetery providers to see whether they had been asked for similar information.

#### **126. Items for future agenda**

Wall outside Cemetery Lodge CP

#### **EXCLUSION OF PUBLIC & PRESS:**

It was proposed by Cllr Hemming, 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" agenda item 11, Field off Defford Road

#### **127. Field off Defford Road**

Members considered the use of the field off Defford Road and it was agreed that once the ragwort was removed this be an item on the agenda for review biannually.

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**128. Item for Information**

Members noted that the Clerk had extended the deadline for the removal of unauthorized memorials for one family in extenuating circumstances.

There being no further business, the meeting closed at 21.20.

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