

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

Minutes of a meeting of the **Cemetery Committee** held on Thursday 25th November 2021, at Pershore Town Hall, 34 High Street, Pershore, WR10 1DS commencing at 7.30pm.

Present: - Cllr Bob Gillmor (Chairman)
Cllr Peter Brookbank
Cllr J Hemming
Cllr J Palfrey (late arrival)
Cllr C Parsons MBE
Cllr V Smith

Items referred by members of the public

There were none

157. Apologies

Cllr Annis' apologies were accepted as he was unwell

158. Declarations of Interest

There were none

159. Minutes

It was proposed by Cllr Brookbank seconded by Cllr Smith and RESOLVED that the minutes of the meeting 23rd September 2021 be signed as a true record of the proceedings.

160. Matters of report from the minutes

- a. The Clerk advised that there had been no further correspondence from the Valuation Agency regarding the cemetery.
- e. The Clerk advised that the provisional Cemetery budget had been approved by full Council at their September meeting.

161. Finance

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

162. Family History Centre

It was proposed by Cllr Smith, seconded by Cllr Brookbank and RESOLVED to accept the quotation from Atlantic Geomatic to complete the uploading of burial records on behalf of the Council using some of the reserve funds set aside for the Family History Centre.

163. Cemetery Chapel

- a. Members noted the findings of the recent quinquennial inspection. It was noted that some items had already been undertaken and some could be handled in house. Various other minor problems were listed and it was agreed these could be completed relatively easily. The Clerk advised she would be meeting the surveyor in the next few weeks. His biggest concern was the possible damp in the vestry and he was keen to investigate this to ensure it got no worse.
- b. Members considered the proposal to reinstate the chapel service in December. The Clerk advised that she had contacted those eligible to attend and there was a great deal of interest meaning numbers may be too high to ensure it would be Covid secure. Following debate and the acknowledgement that cases were rising steeply it was felt it would not be appropriate to have a chapel service again this year but to use the wooden tree and provide items to hang on it as well as opening the chapel on Saturday 11th December from 2 – 4. To help those who were unable to attend a local resident had offered, as in the past, to help to open the chapel on Christmas Eve from 10 – 12 for the same purpose. The Clerk will contact those who had expressed an interest in attending and advise them of the new proposals.

164. Cemetery

- a. Members noted the cost of installing the signs at the entrance to the Cemetery track and the offer of a contribution towards the cost from one of the residents. Members also noted that none of the other residents appeared to find the unauthorized use an issue and felt that initially the staff should monitor the situation and reconsider any installation at the January meeting.

- b. Members agreed the wording of a sign for the cemetery to read

“Please note that the Cemetery Committee has decided to allow only small quantities of flowers (real or artificial) and wreaths to be laid on graves and to be kept within the confines of the grave space. This is in line with other cemeteries and churchyards and to assist maintenance and keep the cemetery looking tidy. Families are kindly asked to remove any other items by 31st December 2021”

- c. Members considered the current consultation document proposing that graves should be 5 square metres although agreeing this may be less if a grave has been pre-purchased. Members were aware that most grave spaces in Pershore Cemetery were 7ft by 2ft 6inches and to double this would severely restrict burial space. An addition proposal in the consultation was for all coffins to have at least 1 metre of soil above them. It was felt this would mean only single depth graves could be dug, causing still further problems with space.

Members agreed to make their concerns known to both DEFRA and the Institute of Cemetery and Crematorium Management (ICCM) who had make the Clerk aware of the consultation. The Clerk advised that she had already expressed concerns to Harriett Baldwin MP who was looking into the matter.

165. Grounds Maintenance

25.11.21

a. Members considered the report concerning the possible lone worker devices for the grounds staff. It was agreed more information was required, including whether a mobile phone “app” could do the same job and more detail about the SIM costs. A report will be brought to the January meeting.

b. Members considered the purchase of an additional mower for mowing the cemetery in house. The one proposed by the Clerk was a mulching only machine and it was proposed by Cllr Gillmor, seconded by Cllr Palfrey and RESOLVED that the machine be purchased provided a collector box could be attached so that grass cuttings could be collected if necessary. The Clerk will discuss this option with the supplier and if this was not possible, bring alternative suggestions to the January meeting.

166. Terms of Reference

It was proposed by Cllr Smith, seconded by Cllr Parsons and RESOLVED that the committees existing Terms of Reference remain unchanged.

167. Field off Defford Road

There were no items to discuss other than in confidential session.

168. Items for Information

The Clerk advised members of a report she had received of youths climbing over the wall between the Bloor Homes estate and the cemetery. The Clerk had reported this to the police who had agreed to include the area in their patrols.

169. Items for future agenda

There were none

EXCLUSION OF PUBLIC & PRESS:

It was proposed by Cllr Brookbank, 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 14, Field off Defford Road,

170. Field off Defford Road

Members considered options for the use of the field and it was agreed this be an item for debate at the next Council meeting.

There being no further business, the meeting closed at 21.40

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