

**PERSHORE TOWN COUNCIL  
CEMETERY COMMITTEE  
Thursday 27th January 2022**

**Minutes of a meeting of the Cemetery Committee held on Thursday 27th January 2022, 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

**171. Apologies**

There were none

**172. Declarations of Interest**

There were none

**173. Minutes**

It was proposed by Cllr Hemming seconded by Cllr Brookbank and RESOLVED that the minutes of the meeting 25th November 2021 be signed as a true record of the proceedings.

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

a. The Clerk advised that there has been no further correspondence from the Valuation Agency regarding the cemetery.

b. The Clerk advised that work was progressing well with uploading burial records and the company had advised that they anticipated these works would be completed by the end of February. It was anticipated some additional cost may be involved in training staff to keep the software up to date and more information would be available at the next meeting of this committee. The Clerk advised that funds were available in reserves to enable the project to be completed.

c. The Clerk reminded members that following changes to Government Covid guidance it had been felt that it would be unwise to hold a chapel Christmas service again this year. The chapel was opened on 11th and 24th December for private reflection and was well attended. The tree for memories was also well received.

d. The Clerk advised that she and clerks to other burial authorities, NALC, ICCM and SLCC had all responded to the Environment Agency consultation document regarding new regulations for burials and the consultation was now closed. Further information regarding these proposals would be forthcoming in due course.

**175. Finance**

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

### **176. Cemetery Chapel**

Members noted the surveyor's report regarding works needed following the recent quinquennial. In particular members discussed the timing of works to the vestry which it was felt were urgent as was the boundary wall and the pointing of the chapel.

Following debate it was proposed by Cllr Parsons, seconded by Cllr Smith and RESOLVED that the wall, chapel exterior and vestry all be undertaken this financial year and the grounds staff investigate the possibility of a barrier underneath the arch to deter the roosting bird of prey which was causing a nuisance.

### **177. Cemetery**

a. Members noted the cost of installing the signs at the entrance to the Cemetery track. There had now been a further issue raised by another resident who used the lane to access their property and it was proposed by Cllr Parsons, seconded by Cllr Hemming and RESOLVED that a "no entry" sign together with the words "no vehicle access" be installed with requests to the three users of the track for a contribution of £25 each.

The Clerk was also asked to contact the District Council to ascertain how often the area in front of the cemetery was monitored and how many parking fines had been issued.

b. Following concerns raised by the Town Clerk, members considered again the wording of the sign regarding items being placed on graves. Following further debate the following wording was agreed:- 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 to assist maintenance and keep the cemetery looking tidy. Families are kindly asked to remove any other items by 28th February 2022. Items still in place by that date will be permanently removed. Anyone with any queries is asked to contact the Town Council in writing at:-

Town Hall,  
34 High Street  
Pershore  
WR10 1DS

Thank you for your co-operation.

c. Members noted the report regarding some memorials that need work for safety reasons. The Clerk advised that 9 memorials fell into this category and it was proposed by Cllr Gillmor, seconded by Cllr Smith that the works be undertaken by a professional stonemason and the Clerk obtain 2 additional quotations for the work with the authority to spend up to £1,020 plus VAT.

It was also proposed by Cllr Gillmor, seconded by Cllr Smith and RESOLVED that one of the grounds staff be asked to undertake the ICCM memorial safety course and the Clerk will arrange this.

### **178. Grounds Maintenance**

a. Members considered the revised report concerning possible lone worker devices for the grounds staff. It was proposed by Cllr Brookbank, seconded by Cllr Smith and RESOLVED that the system (option 3) that enabled an alert to go direct to an external response team in the first instance was

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preferred and that it be recommended to Council that two be purchased with one being paid for through the Cemetery budget and the other through the Grounds maintenance budget.

b. Members considered the report concerning the advantages and disadvantages of mulching mowers and those that collect the grass. Following debate, it was proposed by Cllr Smith, seconded by Cllr Brookbank and RESOLVED with the abstention of Cllr Parsons, that the Cemetery committee purchase a Husqvarna ride on mulching mower R214TC at a price of approximately £3,200 plus VAT. Members noted that if there were complaints from residents visiting the cemetery they may need to discuss this issue again.

**179. Field off Defford Road**

Members noted that the archaeological condition had now been discharged and the amended conditions were pending a decision.

**180. Items for Information**

The Clerk advised members of a resident of Canada who had a relative buried in the Commonwealth War Graves section of the cemetery. The Clerk had been able to give him as much information as was available and also sent details of the new stained glass window incorporating a maple leaf. He had responded with a donation to the Stained Glass Window fund and the Clerk advised that there was currently some £1,200 in the account leaving a further £12,000 to find.

**181. Items for future agenda**

There were none

There being no further business, the meeting closed at 20.50

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