

**PERSHORE TOWN COUNCIL
CEMETERY COMMITTEE
Thursday 28th July 2022**

**Minutes of a meeting of the Cemetery Committee held on Thursday 28th July 2022, at
The Cemetery Chapel, Defford Road, Pershore WR10 3BX commencing at 7.30pm.**

Present: - Cllr Bob Gillmor (Chairman)
Cllr D Annis
Cllr P Brookbank
Cllr C Parsons MBE
Cllr V Smith

Items referred by members of the public

There were none

212. Apologies

Cllr Hemming's and Cllr Winfield's apologies were accepted as they were away.

213. Declarations of Interest

There were none

214. Minutes

It was proposed by Cllr Annis seconded by Cllr Gillmor and RESOLVED that the minutes of the Meetings held 26th May 2022 and 4th July 2022 be signed as a true record of the proceedings.

215. Matters of report from the minutes

- a. The Clerk advised that there has been no further correspondence from the Valuation Agency regarding the cemetery and it was agreed this no longer needed to be reported.
- b. The Clerk advised that the signage relating to unauthorized memorials would be erected once the grounds staff had undertaken the necessary training.

216. Finance

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

217. Meeting dates

Members considered the request from the Clerk to change the date of the Cemetery Committee to enable her to take accrued time off in lieu when she reduces her hours from 1st August. As two members of the committee were unable to attend it was agreed this be considered via email.

218. Cemetery Chapel

- a. The Clerk advised that further quotations for the vestry works were still awaited. It was noted that once a firm date for the works had been agreed the PA system and cabinet would need to be removed from the wall to facilitate redecoration.
- b. Cllr Parsons asked if the grounds staff could install netting underneath the arch to prevent birds of prey roosting there and causing a mess outside the chapel door. The Clerk will liaise with the grounds staff in this regard.

219. Cemetery

- a. The Clerk advised that the owners of Bramley Lodge had responded with regard to the land and signage and it was agreed she liaise with them directly regarding these issues.
- b. The Clerk advised members that Atlantic Geomatics would input the remaining necessary data to enable the system to go live on the internet for a fee of £1,400. It was proposed by Cllr Gillmor, seconded by Cllr Parsons and RESOLVED that the company be instructed to undertake these works using reserves set aside for this purpose.
- c. The Clerk explained a request from a family to install a semi circular bench around a tree close to their family graves. It was proposed by Cllr Parsons, seconded by Cllr Annis that the bench did not fit with the committee's policy regarding benches and the Clerk liaise with the family to see whether a bench that fitted the policy could be installed.
- d. The Clerk advised members of a gravestone in the Garden of Remembrance that was under a branch of a tree where pigeons roosted and the gravestone was covered in excrement. It was agreed the Clerk liaise with the local stonemason as to how to clean this and the grounds staff undertake the works as a one off. The stonemason also be asked for advice for future cleaning by the family concerned.

220. Commonwealth War Graves

The Clerk explained the wish of a volunteer from the War Graves Commission to bring occasional groups to the cemetery between May and November to show them the war graves and explain something about the history of those buried there. Members had no issue with granting permission for this but also said they may like to attend and it would be a good idea to also open the chapel to show them the stained glass window and its significance.

221. Field off Defford Road

Members noted that the car park needed strimming and the Clerk will address this with the grounds team.

222. Stained Glass Window

The Clerk advised that Cllr Hemming had taken two plaques as samples to show someone who may be interested in buying them. The person had since gone on holiday but she would contact him again on his return to arrange for him to come to the Town Hall to view the remainder.

223. Items for Information

There were none

224. Items for future agenda

There were none

Exclusion of the Public and Press

Owing to the confidential nature of the following agenda items 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” i.e.: agenda item,14 Cemetery Chapel and 15 Staffing

225. Cemetery Chapel

There was nothing to discuss at this time

226. Staffing

Following the decision by the Town Council at its meeting on 21st July, members considered the recommendation from the Clerk regarding the appointment of a new member of the grounds staff. It was proposed by Cllr Brookbank, seconded by Cllr Smith and RESOLVED with the abstention of Cllr Annis that the preferred candidate be offered the position subject to satisfactory references.

There being no further business, the meeting closed at 20.11

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