



**MINUTES OF STOW ON THE WOLD TOWN COUNCIL'S BURIAL BOARD MEETING HELD ON THURSDAY 9<sup>TH</sup> NOVEMBER 2017 AT THE YOUTH CLUB CENTRE, FOSSEWAY, STOW ON THE WOLD, GLOUCESTERSHIRE GL54 1DW AT 9.30 AM**

**PRESENT:** Councillors: C Smalley (Chairman), J Davies, A White, M Moseley & Mrs H Siphthorp, Clerk/RFO of the Council & no members of the public

**Also in attendance:** Advisors: Rev M Short & Mr D Magson

**Public Participation:** None as no members of the public were present.

1. **APOLOGIES FOR ABSENCE:** Cllrs J Scarsbrook, V Davies & Advisor Mr G Golby
2. **DECLARATIONS OF INTERESTS IN ITEMS ON THE AGENDA:** None.
3. **MINUTES OF MEETING HELD ON 12<sup>TH</sup> OCTOBER 2017**  
**RESOLVED** – Proposed Cllr White, second Cllr Moseley that the chairman should sign the minutes as a true and accurate record of the meeting. **RECORD OF VOTING** – All in favour. **Motion carried.**
4. **CLERK'S REPORT AND MATTERS ARISING FROM ABOVE MINUTES**  
Memorial tree, shrub & bench donation policy has been adopted without change by council at their October meeting. Clerk will put onto website in due course.  
New weather board on Bier House has been fitted.  
Cllr Smalley is to relocate the tap on the container. Clerk to confirm where the water supply comes in.  
Clerk ended by saying that all the cemetery paths have been sprayed off.
5. **TO DISCUSS AND APPROVE DRAFT BUDGET FOR NEW FINANCIAL YEAR EFFECTIVE 1<sup>ST</sup> APRIL 2018**  
Clerk presented a draft budget which the members discussed. Amendments were made to the figures for both income and expenditure. Revised draft will be presented to the Finance & General Purpose Committee for consideration. **RESOLVED** – Proposed Cllr White, seconded Cllr Smalley that amended budget is approved. **RECORD OF VOTING** – All in favour. **Motion carried.**
6. **TO REVIEW COMMITTEE TERMS OF REFERENCE**  
Meeting discussed the current content and amendments were made. **RESOLVED** – Proposed Cllr J Davies, seconded Cllr Smalley that the clerk amend as instructed and will then circulate to members for approval prior to going to Finance & General Purposes meeting at the end of the month. **RECORD OF VOTING** – All in favour. **Motion carried.**
7. **TO DISCUSS COUNCIL'S DRAFT 3 YEAR STRATEGIC PLAN SPECIFIC TO BURIAL BOARD**  
Meeting ran through the draft kindly updated by Cllr Curtis. Amendments were made and Cllr White will add some additional text and look at a longer term burial strategy. When finalised it will come back to the committee for further discussion.

## 8. ST EDWARD'S CHURCHYARD UPDATE

### i) **Update on Faculty for tree works**

The faculty has been granted for the majority of the tree works. However, the large cedar tree (on Church Street side) Diocese do not want it to be felled unless the CDC Tree Officer deems it unsafe. Clerk to put in an application to CDC Tree Officer to cover both felling the tree and to do remedial work and therefore leave the decision to him based on H & S grounds.

At the same time the clerk is to apply for cutting back the two yew trees either side of church door on other side of churchyard to cedar tree. The latter work has been approved in the faculty subject to the CDC Tree Officer granting permission for this work to go ahead.

Clerk confirmed that the approved tree works will commence week commencing 20<sup>th</sup> November 2017. Rev Short had been informed of this.

### ii) **Community Payback Team in churchyard**

Rev Short is pleased with the work the team have done to date. To complete the tasks they will be on site for one more day.

## 9. CEMETERIES UPDATE

### i) **Complaint with regard to surface at entrance via allotment land to new cemetery - in relation to mourners getting wet/dirty feet as they get out of their vehicles**

Unanimously agreed that the area mentioned by the resident should not be used as a car park by people attending the cemetery as it is on allotment land. Clerk to arrange for an appropriate sign to be made which advises that all cemetery vehicles should park in the two allocated car parks.

The resurfacing of the overflow car park, adjacent to the container, has been placed in the budget for new financial year.

### ii) **Discuss findings of recent walkabout at cemetery**

Chairman gave a summary of the findings of the walkabout. He was accompanied by advisors Rev Short, Mr Golby & Mr Magson. At Rev Short's request the group then moved to the churchyard and had a look around their too.

## 10. ANY OTHER BUSINESS AND ITEMS FOR THE AGENDA FOR THE NEXT MEETING

None.

11. **MEETING CLOSED:** At 10.55 am.

12. **NEXT MEETING:** A walkabout of cemetery and churchyard will take place on Thursday 18<sup>th</sup> January 2018 at 9.30 am. The next meeting will take place on Thursday 15<sup>th</sup> February 2018 at 9.30 am.

Signed: \_\_\_\_\_ Chairman

Dated: \_\_\_\_\_