



MINUTES OF STOW ON THE WOLD TOWN COUNCIL'S BURIAL BOARD MEETING HELD ON THURSDAY 12TH OCTOBER 2017 AT THE YOUTH CLUB CENTRE, FOSSEWAY, STOW ON THE WOLD, GLOUCESTERSHIRE GL54 1DW AT 9.15 AM

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

Also in attendance: Advisors: Rev M Short, Mr G Golby & Mr D Magson

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

1. **APOLOGIES FOR ABSENCE:** Cllr J Scarsbrook
2. **DECLARATIONS OF INTERESTS IN ITEMS ON THE AGENDA:** None.
3. **MINUTES OF MEETING HELD ON 7TH SEPTEMBER 2017**
RESOLVED – Proposed Cllr White, second Cllr J Davies that the chairman should sign the minutes as a true and accurate record of the meeting. **RECORD OF VOTING** – 3 in favour, 2 abstentions. **Motion carried.**
4. **CLERK'S REPORT AND MATTERS ARISING FROM ABOVE MINUTES**
Notices on fence had been put up in relation to people throwing dead flowers etc onto land adjacent to Bretton House.
Clerk still awaits the cost for replacing missing slates on Lych Gate and will chase up and include in next year's draft budget.
Clerk confirmed that the resident who had asked the council to install a moveable handrail in the churchyard had been written to. Rev Short said he would like clarification as to what the council is responsible for in the churchyard.
Two more moles had been caught in the cemetery at no cost to the council.
5. **CHAIRMAN'S ANNOUNCEMENTS**
None.
6. **TO DISCUSS DRAFT OF MEMORIAL TREE, SHRUB & BENCH DONATION POLICY**
RESOLVED – Proposed Cllr J Davies, seconded by Cllr Smalley that the draft is approved and will go to council for adoption at the October council meeting.
RECORD OF VOTING – All in favour. **Motion carried.**
7. **TO DISCUSS COUNCIL'S DRAFT 3 YEAR STRATEGIC PLAN SPECIFIC TO BURIAL BOARD**
A copy was given to all members and it was agreed that this would be placed on the agenda for the next meeting to allow time for members to read the document.
8. **ST EDWARD'S CHURCHYARD UPDATE**
 - i) **Update on Faculty for tree works scheduled to take place in November 2017**
Rev Short said he would chase the Diocese on obtaining final approval.

- ii) **Community Payback Team in churchyard**
Clerk has organised for the Team to go and do some work in the churchyard on Tuesday 24th October 2017. PCC will arrange for someone to brief the supervisor on what work is required and will dispose of the arisings. Mr Golby volunteered to help.

9. CEMETERIES UPDATE

- i) **Rehanging & refurbishment of Lych Gates**
An estimate to install metal posts and to rehang the gates had been received from Mr C Small amounting to £500 + VAT. Clerk had chased the revised quote from MRK Services for refurbishing the actual gates but no reply as yet. This will be included in the budget for new financial year.
- ii) **Bier House weatherboard**
A new one has been made and should be fitted within the next couple of weeks.
- iii) **New signs for cemeteries**
Clerk is currently working on new signs.
- iv) **Hedge trimming scheduled for November 2017**
Members noted.
- v) **Relocation of tap on container in cemetery car park**
Cllr Smalley said it would be possible to move the tap and offered to do the work.
- i) **Spraying of paths**
This will take place within the next couple of weeks.
- ii) **Trimming of yews scheduled for November 2017**
Members noted.

10. REVIEW OF INCOME/EXPENDITURE IN RELATION TO BUDGET AS AT 30TH SEPTEMBER 2017

Clerk presented a spreadsheet giving details. It was agreed all seems in order and on target.

11. TO FORMULATE DRAFT BUDGET FOR NEW FINANCIAL YEAR COMMENCING 1ST APRIL 2018

Meeting discussed anticipated income/expenditure and it was agreed that the clerk would prepare a draft for consideration at the next meeting.

12. ANY OTHER BUSINESS AND ITEMS FOR THE AGENDA FOR THE NEXT MEETING

None.

13. MEETING CLOSED: At 10.05 am.

14. NEXT MEETING: There will be a walkabout at the cemeteries on Monday 23rd October 2017 at 9.00 am and the next meeting will take place on Thursday 9th November at revised start time of 9.30 am.

Signed: _____ Chairman

Dated: _____