



MINUTES OF STOW ON THE WOLD TOWN COUNCIL'S BURIAL BOARD MEETING HELD ON THURSDAY 15TH FEBRUARY 2018 AT THE YOUTH CLUB CENTRE, FOSSEWAY, STOW ON THE WOLD, GLOUCESTERSHIRE GL54 1DW AT 9.30 AM

PRESENT: Councillors: C Smalley (Chairman), J Davies, M Moseley, V Davies & 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 & A White
2. **DECLARATIONS OF INTERESTS IN ITEMS ON THE AGENDA:** None.
3. **MINUTES OF MEETING HELD ON 9TH NOVEMBER 2017**
RESOLVED – Proposed Cllr J Davies, seconded Cllr Smalley that the chairman should sign the minutes as a true and accurate record of the meeting. **RECORD OF VOTING** – 3 in favour, 1 abstention. **Motion carried.**
4. **CLERK'S REPORT AND MATTERS ARISING FROM ABOVE MINUTES**
Clerk presented a hard copy of the final approved budget for the Burial Board. She advised that the Committee Terms of Reference will go to council for approval and adoption at the February 2018 meeting.
The 3 year council Strategic Plan is on ice. This is being reviewed by the Finance & General Purpose committee with a view to putting the 3 year financial strategy in place first.
5. **Chairman's Announcements** – None.
6. **REVIEW OF ACTUAL INCOME/EXPENDITURE WITH BUDGET TO 31ST JANUARY 2018**
Clerk presented a spreadsheet with comparison costs for both income and expenditure. It was noted that the anticipated income was substantially down. Clerk also supplied figures of anticipated expenditure to the end of the financial year. The latter would be looked at in more detail at the next meeting as to whether further projects could be fulfilled assuming the income comes closer to the budget.
RESOLVED – Proposed Cllr V Davies, seconded Cllr J Davies that the figures be approved. **RECORD OF VOTING** – All in favour. **Motion carried.**
7. **ST EDWARD'S CHURCHYARD UPDATE**
 - i) **Update on Faculty for tree works**
All works have now been completed and everyone agreed that a good job had been done by CGS.
The Archdeacon of Cheltenham, Venerable Phil Andrew and the CDC Tree Officer had both approved the remedial work on the large cedar tree in the churchyard along with the two yew trees adjacent to the North door. The contractor will carry this work out on 7th March 2018. Rev Short had already been advised of this date and will try to ensure no services take place as the

churchyard for H & S reasons would have to be closed at times whilst the work is taking place.

Rev Short said that the contractor who reduced the size of the yew hedge at the churchyard said that the council may wish to consider removing this completely and replacing with a species that had less intrusive roots. The concern is that ultimately the yew tree roots could bring the dry stone wall down. This will be considered at a later date.

Mr Magson also asked if the stumps in the churchyard could be ground down. Clerk to investigate costs.

8. CEMETERIES UPDATE

i) Resurfacing of pathways

Clerk had obtained a cost for resurfacing the many kilometres of paths in the cemeteries with a special resin surface which is hard wearing and comes with a guarantee. The paths will have to be planned out as part of a longer term plan. It was however agreed that it would be nice to begin with the section from Lych Gate to Bier House if funding can be found.

ii) New signages at entrances

Clerk reported that these had been installed in seven locations at the cemetery and were a great improvement. Old signs had been kindly removed by the contractor.

iii) Discuss wording for new sign to prevent cemetery vehicles parking on allotment land

A long discussion ensued and it was ultimately agreed that no action be taken at the moment as the Funeral Directors park the hearse in this location when carrying out a funeral in the New Cemetery.

iv) Relocation of tap at the container

Cllr Smalley will advise the clerk on what materials he requires to relocate the tap on the container to the other side.

v) Moles

Clerk reported that a further three moles had been caught at the cemetery in December.

vi) Two leylandii trees in new cemetery and action taken

Community Payback Team had removed the trees and CGS had taken them down to ground level and had also removed all the debris from site.

vii) Refurbishment of all benches in cemetery & wooden fence/gate at entrance to New Cemetery from allotments

Clerk had obtained a quote for this work but it was agreed that this would be deferred to the next meeting when the clerk should have a clear indication of what monies are left in the budget.

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

Memorial testing by a volunteer to be put on agenda for next meeting. Clerk to investigate what qualifications are necessary to ensure compliance with H & S and insurance cover. Resurfacing of cemetery car park also to be included on agenda for next meeting.

10. **MEETING CLOSED:** At 10.32 am.

11. **NEXT MEETING:** Thursday 5th April 2018 at 9.30 am.

Signed: _____ Chairman Dated: _____