



MINUTES OF STOW ON THE WOLD TOWN COUNCIL'S BURIAL BOARD MEETING HELD ON THURSDAY 31ST MAY 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, J Scarsbrook & Mrs H Siphthorp, Clerk/RFO of the Council & 1 member of the public

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

Public Participation: Members of the public were given the opportunity to speak during the course of the meeting at the Chairman's discretion.

1. APOLOGIES FOR ABSENCE: Cllrs A White & V Davies

2. DECLARATIONS OF INTERESTS IN ITEMS ON THE AGENDA: None.

3. MINUTES OF MEETING HELD ON 5TH APRIL 2018

RESOLVED – Proposed Cllr Moseley, seconded Cllr J Davies that the chairman should sign the minutes as a true and accurate record. **RECORD OF VOTING** – All in favour. **Motion carried.**

4. CHAIRMAN'S ANNOUNCEMENTS

Chairman said he was bringing forward item 7(i) on the agenda to next item so that the member of public present could speak on the subject and leave.

5. REMOVAL OF GRAVE FURNITURE IN LINE WITH CEMETERY RULES & REGULATIONS

The member of public present spoke with regard to his mother's grave where a basket of flowers had been removed. Chairman referred to the Cemetery Rules and Regulations to draw the resident's attention to the fact that the Council has the right to remove certain items without consent which includes dead flowers etc. Cllr J Davies said that she had removed a number of items off some graves but this was only dead flowers, wreaths etc. She apologised for any upset caused and her apology was accepted by the resident. It was agreed that perhaps the wording in the Rules & Regulations on this subject were slightly ambiguous and this is to be placed on the agenda for the next meeting. The resident left the meeting.

6. CLERK'S REPORT AND MATTERS ARISING FROM MINUTES OF MEETING HELD ON 5TH APRIL 2018

Cllr Smalley to relocate the tap on the container when time permits.

Council agreed with Burial Board's recommendation to increase the burial fees across the board by 5% effective 1st April 2018.

Clerk still to action new "No Overnight Parking" sign.

7. ST EDWARD'S CHURCHYARD

(i) Replacement of two felled trees (requested by Rev Short)

Rev Short said he may have a sponsor for one of the trees and it was agreed that the PCC would consider what species they would like planted but it was emphasised the choice must be low maintenance and not grow too big and

would ultimately be approved by the Burial Board. Clerk to check Faculty in relation to whether they specified anything in particular.

(ii) Stump removal

Clerk had obtained an estimate for the removal of the five fresh stumps in churchyard including removing arisings from the site at a cost of £240 + VAT. Mr Magson said that there were also some older stumps that could be removed at the same time. As there is currently no budget for this it was agreed that the Clerk would put this onto list to consider when preparing next year's budget. A figure of £400 was suggested so that hopefully all the stumps could be removed for this figure.

8. CEMETERIES

i) Discuss revised estimates for resurfacing overflow car park

A revised estimate had been received from Cheltenham Resurfacing which increased the cost substantially. None of the contractors were prepared or had the capability to lift the container out of the way. Agreed no action taken on latter as cost cannot be justified to hire in a machine just to lift the container up. Subject to guarantees offered it was **RESOLVED** – Proposed Cllr Smalley, seconded Cllr Scarsbrook that the contract is awarded to C J Cook at a total cost of £10,245 + VAT. This is subject to the Council approving an amount of £5245 + VAT being taken from General Reserves to make up the deficit from the £5K budget. **RECORD OF VOTING** – All in favour. **Motion carried.**

ii) Refurbishment of Lych Gate and reinstallation

Currently with powder coating company and should be finished soon. Mr Small will then pick up and reinstall.

iii) Repairs to Lych Gate & Bier House Roofs

Contractor should complete these repairs by the end of June 2018.

iv) Planting of lavender plants

Clerk presented an estimate for planting 200 plants including clearing existing bed and supply of compost for £165.00 + VAT from CGS. **RESOLVED** – Proposed Cllr Scarsbrook, seconded Cllr J Davies that expenditure approved. **RECORD OF VOTING** – All in favour. **Motion carried.**

v) Tesco Carrier Bag fund grant for resurfacing of cemetery path from Lych Gate to Bier House

Clerk was pleased to announce that Council's application for above grant had been successful. The minimum the Council will therefore get is £1,000. Council will be advised when this will be in store for voting. Agreed Council should encourage all residents to vote for this category.

vi) Memorial testing by a volunteer

Council has now appointed a new insurance provider so Clerk will speak with them with regard to this item and will report back.

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

Rev Short said he wondered if the Community Payback Team could come to the churchyard to do some clearing up by the vestry door. Clerk said she will schedule this work in and advise of a date in due course.

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

11. **NEXT MEETING:** Thursday 5th July 2018 at 9.30 am which would be followed by a walkabout at the cemeteries – weather permitting.

Signed: _____ Chairman Dated: _____

DRAFT