



MINUTES OF STOW ON THE WOLD TOWN COUNCIL'S BURIAL BOARD MEETING HELD ON THURSDAY 5TH JULY 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, V Davies & Mrs H Siphorp, Clerk/RFO of the Council

Also in attendance: Advisor: Mr D Magson (substituting for Rev Short)

Public Participation: None as no members of public present.

- 1. TO ELECT A CHAIRMAN TO HOLD OFFICE UNTIL MAY 2019**
RESOLVED – Proposed Cllr V Davies, seconded by Cllr J Davies that Cllr Smalley be re-elected. **RECORD OF VOTING** – All in favour. **Motion carried.**
- 2. APOLOGIES FOR ABSENCE:** Cllrs A White, J Scarsbrook, M Moseley & Advisors Rev M Short & Mr G Golby
- 3. DECLARATIONS OF INTERESTS IN ITEMS ON THE AGENDA:** Members were reminded to declare any interests in items on the agenda as they occur.
- 4. MINUTES OF MEETING HELD ON 31ST MAY 2018**
RESOLVED - Although the meeting was inquorate to sign the minutes it was proposed Cllr Smalley, seconded Cllr J Davies that as the minutes had been circulated and no comments received that the chairman should sign the minutes as a true and accurate record. **RECORD OF VOTING** – All in favour. **Motion carried.**
- 5. CHAIRMAN'S ANNOUNCEMENTS**
Cllr Smalley thanked fellow members for re-electing him as chair. He said he had no further announcements.
- 6. TO APPOINT REV SHORT (with Mr D Magson substituting for Rev M Short when he is unable to attend) & MR G GOLBY AS ADVISORS TO THE BOARD UNTIL MAY 2019**
RESOLVED – Proposed Cllr V Davies, seconded Cllr J Davies that appointments and substitute approved. **RECORD OF VOTING** – All in favour. **Motion carried.**
- 7. CLERK'S REPORT AND MATTERS ARISING FROM MINUTES OF MEETING HELD ON 31ST MAY 2018**
"No overnight" parking signs for cemetery entrance. Clerk to measure the existing sign and will then place an order for a replacement.
Lych Gate/Bier House roofs. Contractor has been given the go ahead and the work should be completed by the end of July 2018.
No news yet when the council's project for resurfacing one of the cemetery paths will be in store at Tesco for voting.
Rev Short had requested the help of the Community Payback Team in the churchyard to clear the area outside the Vestry. Mr Magson said he would speak to the Rev Short and come back to the clerk.

8. TO DISCUSS AMENDMENT TO CEMETERY RULES & REGULATIONS (MARCH 2017), IN RELATION TO SECTION ON “ORNAMENTS, FLOWERS & MAINTENANCE”

The clerk proposed the first two paragraphs under the above heading be deleted and substituted with the following:-

“**ONLY** cut flowers without ribbons and wrappings are permitted. Council will remove and dispose of flowers, plants, floral tributes or wreaths which have deteriorated or become unsightly without notice.

NO trees, shrubs, plants, flowers or seeds shall be planted or sown in the cemetery. Any such planting will be removed by the council without notice.

NO ornaments should be placed on any grave in the cemetery. The council reserves the right to remove (and dispose of) any ornaments after a period of 8 weeks after the interment”.

The final two paragraphs of this section remain unchanged.

RESOLVED – Proposed Cllr Smalley, seconded Cllr V Davies that the above amendments are made. **RECORD OF VOTING** – All in favour. **Motion carried.**

9. ST EDWARD’S CHURCHYARD

(i) Update on replacement of two felled trees in the churchyard

Clerk had met Rev Short in the town who said in relation to replacing the two felled trees in the churchyard the parishioner who had offered to pay for one replacement is likely to fund both. Clerk had looked at Faculty and could find no mention of the Diocese wanting to be consulted in relation to replacement trees. However, there was mention in paragraph four of the attached letter that said “In addition, the DAC would like to be consulted on the future tree replacement scheme, referred to in the PCC meeting minutes from the meeting held on 17th May 2017”. Clerk requested to obtain a copy of these minutes and this item will be placed on the agenda for the next meeting.

(ii) Refuse bins chained to church fence in Church Walk

Two Grundon bins have been placed in the alley and had been chained to the church railings. They belong to a holiday cottage in Sheep Street. Unanimously agreed that they should be detached from the railings immediately and bins be relocated as people passing have been throwing their rubbish by the side of the two bins as they were unable to access as they are locked. This rubbish was being picked up on a daily basis by a member of St Edward’s PCC. GCC had given permission but had put their hands up saying that they thought the bins were to be located in Church Alley not Church Walk. Clerk to liaise with GCC Highways and get the problems resolved as quickly as possible.

CEMETERIES

i) Update on resurfacing of cemetery overflow car park

Council had agreed to fund the deficit in the budget to allow the resurfacing to go ahead. Clerk confirmed that the contractor is offering a 12 month guarantee and during this period the surface would be subject to annual extremes of high/low temperature and dry/wet conditions saying it was very rare incidence of surface failure and it is usually caused by a defect in the material and this would manifest itself within a few weeks of laying. Guarantees aside they said that they rely on their reputation for quality work so would address any issues after that period. Unanimously agreed that the clerk can give the go ahead to C J Cook.

- ii) **Refurbishment of Lych Gate and reinstallation**
Mr Small had collected the gates from the powder coating company and will install as soon as possible.
- iii) **Lavender plants**
Clerk had spoken to the chairman to propose that the lavender plants were purchased via CGS rather than via the internet. The reasoning is that CGS could purchase the plants and have them delivered to site on the day they were going to plant. However, this would mean reducing the number to 100 instead of the original 200 1 litre pots and was confident that the "U" shape in the Funeral Director's car park could be planted with this reduced amount. Unanimously approved.
- iv) **Memorial testing by a volunteer**
Clerk to action.
- v) **Update from Cllr Smalley in relation to relocation of tap on container**
Cllr Smalley said when he came to look at the job he found it was much more complicated than he anticipated. Clerk therefore requested to obtain a cost from a plumber to carry out this work.

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

None.

11. **MEETING CLOSED:** At 10.00 am.

12. **NEXT MEETING:** Thursday 6th September 2018 at 9.30 am.

Signed: _____ Chairman Dated: _____