



**MINUTES OF STOW ON THE WOLD TOWN COUNCIL'S BURIAL BOARD MEETING HELD ON THURSDAY 18<sup>TH</sup> OCTOBER 2018 AT THE YOUTH CLUB CENTRE, FOSSEWAY, STOW ON THE WOLD, GLOUCESTERSHIRE GL54 1DW AT 9.30 AM**

**PRESENT:** Councillors: J Scarsbrook (Acting chairman), J Davies, V Davies, M Moseley & Mrs H Siphthorp, Clerk/RFO of the Council

**Also in attendance:** Advisor: Rev M Short

**1. TO ELECT AN ACTING CHAIRMAN**

**RESOLVED** – Proposed Cllr J Davies, seconded by Cllr Moseley that Cllr Scarsbrook be elected as acting chair in the absence of Cllr Smalley. **RECORD OF VOTING** – All in favour. **Motion carried.**

**2. APOLOGIES FOR ABSENCE:** Cllrs C Smalley, A White & Advisor 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 5<sup>TH</sup> JULY 2018**

**RESOLVED** – Proposed Cllr J Davies, seconded by Cllr V Davies 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.**

**5. CHAIRMAN'S ANNOUNCEMENTS**

Cllr Scarsbrook thanked fellow members for electing her. She wished Cllr Smalley a speedy recovery and hoped that he would soon be back on board.

**6. QUESTIONS FROM MEMBERS OF THE PUBLIC**

None.

**7. CLERK'S REPORT AND MATTERS ARISING FROM MINUTES OF MEETING HELD ON 5<sup>TH</sup> JULY 2018**

No overnight parking sign and two cemetery parking only signs had been installed. Lych Gate and Bier House roofs have been repaired. Fortunately the contractor came to do the work just after the town experienced high winds which resulted in a number of additional tiles being blown off. He contacted the clerk and gave an update on his estimate to include the extra work and this additional expenditure had been approved by the chairman.

The cemetery footpath resurfacing is currently in Stow Tesco store for voting. It appears currently the council's project is running third. However, this will still mean that the council will receive £1000 minimum.

The refuse bins belonging to a private property in Sheep Street and chained to the church railings had been removed thanks to the help of GCC Highways.

The refurbished Lych Gate has been reinstalled.

The lavender plants had been planted late due to the dry weather and are looking healthy.

Clerk asked Rev Short if the substation in Church Walk belonged to the church. He said he did not think so and it was agreed the likely owner is Stow Lodge Hotel or the

Unicorn Hotel. Clerk to make investigations as the wall is currently protected by metal barriers, erected by Western Power, as the wall needs is deemed unsafe. Community Payback Team have been clearing up in the cemeteries on several occasions since the last meeting.

#### **8. TO REVIEW ACTUAL EXPENDITURE AND INCOME TO 30<sup>TH</sup> SEPTEMBER 2018 COMPARED TO BUDGET**

Clerk presented a spreadsheet giving figures and ran through. It was obvious that the income projected was far too high, in the light that most people are being cremated, not buried and this needs careful consideration when preparing the budget for new financial year. Clerk said she would look at the income over the past 3 years and take an average.

#### **9. TO DISCUSS DRAFT BUDGET FOR NEW FINANCIAL YEAR COMMENCING 1<sup>ST</sup> APRIL 2019**

A walkabout is planned after the meeting closes to identify projects, for the churchyard and cemeteries, for the new financial year. Clerk to draft spreadsheet for discussion at the next meeting.

#### **10. TO DISCUSS 3 YEAR STRATEGIC AND FINANCIAL PLANS**

Again, at the walkabout mentioned above, long term projects will be identified for the churchyard and cemeteries.

#### **11. ST EDWARD'S CHURCHYARD**

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

It is not a requirement of the Faculty for the recent tree works that have taken place but a request that came from a PCC meeting back in May 2017 where Rev Short proposed that two small trees should be planted to replace a number that were to be felled. Rev Short said he had someone who was prepared to finance the trees. Rev Short is to come back with some suggestions as to species of trees to be planted which members said must be slow growing and small in height. Once the species is identified then the clerk will obtain a cost for a maintenance cost over 10 years which hopefully the donor would fund as well. Clerk to send Rev Short a copy of the council's tree policy document.

##### **(ii) Community Payback Team**

Clerk asked Rev Short to clarify if he still wanted the team at the churchyard. This was at the suggestion of Mr Magson. Rev Short said he did and it was agreed that members would assess the amount of work required at the walkabout which followed the meeting. Clerk to organise and liaise with Rev Short on a suitable date.

#### **12. CEMETERIES**

##### **i) Update on resurfacing of cemetery overflow car park**

Work should be started within the next month. The contractor had apologised for the delay in starting and gave an explanation.

##### **ii) To discuss and decide action to be taken by non authorised vehicles parking in the cemetery car park**

It appears nearby property owners, people who work in the town and more recently work vehicles from the Brio site were parking there all day. This meant that if there was a funeral it would be very difficult for the funeral director to manoeuvre the coffin around the cars to gain access to the adjacent cemetery. Various options were discussed. It was unanimously agreed that clerk is to put up a new poster saying "cemetery parking only" and to advise that if anyone parks their vehicle may be clamped. Members

may have to consider installing a gate at the entrance to the site or possibly move the allotment gate to that position.

- iii) **To discuss use of cemetery meadow for ball games & BBQ's by youths**  
Clerk to put poster on field gate to say NO BBQ's and to direct the youths to King George's and QEII playing fields for ball games etc.
- iv) **To discuss Pear Mapping System update in relation to date of death**  
Clerk said that for some reason when the system was installed some years back there had been no allowance for the date of death. She had rectified this with software company. These dates will be populated onto the system as and when time permits but will be a lengthy process.

**13. ANY OTHER BUSINESS AND ITEMS FOR THE AGENDA FOR THE NEXT MEETING**

Memorial testing by volunteer.

To finalise draft budget for new financial year.

14. **MEETING CLOSED:** At 10.30 am followed by a walkabout at St Edward's churchyard and the cemeteries.

15. **NEXT MEETING:** Thursday 1<sup>st</sup> November 2018 at 9.30 am.

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