



MINUTES OF STOW ON THE WOLD TOWN COUNCIL'S BURIAL BOARD MEETING HELD ON THURSDAY 28TH FEBRUARY 2019 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 & Mrs H Siphthorp, Clerk/RFO of the Council

Also in attendance: Advisor: Mr G Golby & Rev M Short

1. **APOLOGIES FOR ABSENCE:** Cllrs A White & M Moseley
2. **DECLARATIONS OF INTERESTS IN ITEMS ON THE AGENDA:** Members were reminded to declare any interests in items on the agenda as they occur.
3. **MINUTES OF MEETING HELD ON 17TH JANUARY 2019**
RESOLVED – Proposed Cllr V Davies, seconded by Cllr J Davies that the chairman should sign the minutes as a true and accurate record of the meeting. **RECORD OF VOTING** – All in favour. **Motion carried.**
4. **CHAIRMAN'S ANNOUNCEMENTS**
None.
5. **QUESTIONS FROM MEMBERS OF THE PUBLIC**
None as no public present.
6. **CLERK'S REPORT AND MATTERS ARISING FROM MINUTES OF MEETING HELD ON 17TH JANUARY 2019**
Western Power have repaired the stone wall in Church Walk.
Overflow cemetery car park has been resurfaced and an excellent job was carried out by the contractor.
Clerk is still working on 3 year strategic/financial plan and it will appear on a future agenda when the draft has been finalised.
Contractor is currently rubbing down and repainting all the ironworks at the churchyard. He is also going to plant the new lavenders at the cemetery too. Both projects are in next year's budget and will not be invoiced until new financial year.
7. **TO DISCUSS BUDGET COMPARED TO ACTUAL INCOME/EXPENDITURE TO 31ST JANUARY 2019**
Clerk presented a summary spreadsheet. As reported at previous meeting everything on plan with exception of income which is down on budget.
8. **RESURFACING OF CEMETERY PATHS**
Council had resolved that unspent monies in planning budget would be vired to Burial board budget towards the resurfacing of the cemetery paths. They had also agreed that the earmarked reserves for Monarch's Way footpath and Digbeth Street part pedestrianisation would now be earmarked for the resurfacing of the cemetery paths too. Clerk said that the first section can now go ahead from the Lych Gate to the Bier House.

9. FORMATTING OF PLOTS:-

- i) In Garden of Remembrance
- ii) Cemetery Meadow
- iii) Plot marking

The above were all discussed together. Clerk said she had obtained a price from the person who had plotted the current plans some years back. He said the cost to bring the plan up to date would be in the region of £350. The cost for actually physically marking out the plots had yet to be received.

Clerk said she would also obtain a cost from Pear Technology whose software the council use for it cemetery records. They will also be asked to give a price for marking out the plots too.

- 10. TO REVIEW BURIAL FEES AND MAKE RECOMMENDATION TO COUNCIL AS TO WHETHER THE FEES SHOULD BE INCREASED EFFECTIVE 1ST APRIL 2019 RESOLVED** – Proposed Cllr J Davies, seconded Cllr V Davies that the recommendation to council is to increase the fees by 5%. At the same time Mangersbury parish is to be added to the text underneath the fees to confirm that they will pay parishioner rates. **RECORD OF VOTING** – All in favour. **Motion carried.**

- 11. TO REVIEW CEMETERY RULES & REGULATIONS IN RELATION TO MEMORIAL SIZE/TYPE IN REFORMATTED SECTION OF GARDEN OF REMEMBRANCE & CEMETERY MEADOW AND WHETHER MEMORIALS WILL FOLLOW THE RULES OF THE MILLENNIUM CEMETERY**

RESOLVED – Proposed Cllr Scarsbrook, seconded Cllr J Davies that the Garden of Remembrance and Millennium sections of the cemetery rules and regulations would not be changed. It was also agreed that Cemetery Meadow rules and regulations would be exactly the same as the New Cemetery. **RECORD OF VOTING** – All in favour. **Motion carried.**

- 12. TO ARRANGE A FORWARD DATE FOR CLEAN UP OF GRAVE FURNITURE IN ALL CEMETERIES**

It was decided not to set a date but a walkabout of the cemeteries would take place after the close of the next meeting. Then a date would be set, likely to be sometime in May, with notices put up on site well in advance to advise memorial owners.

- 13. COMMENT FROM MEMORIAL OWNER IN RELATION TO A TREE ADJACENT TO GRAVES IN NEW CEMETERY AND REPORT FROM TREE SURGEON WITH REFERENCE TO TREE ROOTS**

Rev Short joined the meeting at this juncture.

Following a complaint the clerk had asked a tree surgeon to visit the site. She read out his report which said that he did not believe that the tree is currently causing any problems for any of the adjacent memorials. However, he did acknowledge in time that the roots could likely displace or potentially crack the nearby memorials. In view of this it was agreed that the tree/memorials would be monitored. Clerk will include this in the longer term strategic plan for the cemeteries. The current cost to remove the tree would be circa £350 and to grind the stump a further £150.

- 14. TO DISCUSS PLANTING OF TWO NEW REPLACEMENT TREES IN ST EDWARD'S CHURCHYARD AND TO APPROVE THE SPECIES, LOCATION AND ONGOING MAINTENANCE**

Unanimously agreed that the species would be the American Sweet Gum tree. It was also agreed that a donation for an amount of £500 be sought to cover future

maintenance costs of the trees from the kind donor of the trees. This money would be earmarked for tree works in the churchyard.

15. TO DISCUSS PEDESTRIAN GATE FROM FOSSEWAY INTO VICTORIAN CEMETERY

The gate is rubbing against the stone wall again. Clerk had asked Mr Small to take a look and to report back in terms of what action should be taken.

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

None.

17. MEETING CLOSED: At 10.25 am.

18. NEXT MEETING: Thursday 18th April 2019 at **new time of 10.30 am** which will be followed by a walkabout of the cemeteries and St Edward's churchyard weather permitting.

Signed: _____ Chairman Dated: _____