



**MINUTES OF STOW ON THE WOLD TOWN COUNCIL'S BURIAL BOARD MEETING
HELD ON THURSDAY 1ST AUGUST 2019 AT THE YOUTH CLUB CENTRE, FOSSEWAY,
STOW ON THE WOLD, GLOUCESTERSHIRE GL54 1DW AT 7.00 PM**

PRESENT: Councillors: J Scarsbrook (Chairman), J Davies, L Rixon V Davies, B Eddolls (Chairman of council) & Mrs H Siphthorp, Clerk/RFO of the Council

Also in attendance: Advisors: Messrs D Magson & G Golby

1. **APOLOGIES FOR ABSENCE:** Advisor Rev M Short and Cllr H Cheston.
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 25TH APRIL 2019 & 25TH JUNE 2019**
RESOLVED – Proposed Cllr V Davies, seconded Cllr J Davies that the chairman should sign the minutes as a true and accurate record of the meeting held on 25th April 2019. **RECORD OF VOTING** - 3 in favour, 2 abstentions. **Motion carried.**

RESOLVED – Proposed Cllr J Davies, seconded Cllr Rixon that the chairman should sign the minutes as a true and accurate record of the meeting held on 25th June 2019. **RECORD OF VOTING** - 3 in favour, 2 abstentions. **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 25TH JUNE 2019**
Dry stone wall had been repaired at the pedestrian entrance to cemeteries from the Fosseway. The gate will be rehung in the next week.
Stump grinding in St Edward's Churchyard is taking place on 6th August 2019.
Clerk said that the family who own the headstone which had fallen down in Victorian cemetery will have the stone re erected in due course.
Cemetery Meadow gate post has been damaged. Clerk to get a cost to repair. It is unknown how this happened.
Community Payback Team had been working in the cemeteries last week and were at St Edward's Churchyard this week.
7. **ST EDWARD'S CHURCH UPDATE**
The clerk had met with Rev Short at the churchyard and work identified to be carried out by the Community Payback Team. As reported earlier they had been on site on Tuesday. Advisor Mr Magson requested that the ivy growing up the cedar tree be cut off at the bottom and left to die. She also advised that Stockwell Davies had trimmed the two yew trees at the North door free of charge. Clerk had gained Rev Short's permission prior to giving the go ahead.

8. TO DISCUSS AND MAKE A DECISION AS TO WHETHER THE FEES PAID ON TWO RESERVED PLOTS IN NEW CEMETERY IN 1978 COVERED THE PURCHASE OF THE EXCLUSIVE RIGHT OF BURIAL AND BURIAL FEES IN THE LIGHT OF NO PAPERWORK AVAILABLE FROM OWNER AND NO COUNCIL RECORDS EITHER

RESOLVED – Proposed Cllr V Davies, seconded Cllr Rixon that without prejudice and without setting a precedent that no action will be taken. **RECORD OF VOTING** – All in favour. **Motion carried.**

9. TO SET UP A WORKING PARTY TO DISCUSS IDEAS FORTHCOMING FROM MEMBERS ON COMMITTEE'S 3-5 YEAR STRATEGIC PLAN

It was agreed that all members of the committee would form this working party. A couple of members had already come up with some ideas for the cemeteries. First meeting will take place after the next scheduled meeting.

10. TO LOOK AT COSTS FOR REVISING PLOT PLAN FOR GARDEN OF REMEMBRANCE AREA AND SUPPLYING NEW PLOT PLAN

It was agreed that the plotting of Cemetery Meadow would be delayed pending ideas on landscaping. However, it was noted that if the area was needed for burials in the interim these could still go ahead.

RESOLVED – Proposed Cllr Rixon, seconded Cllr V Davies that expenditure is approved for transferring the current burial records held in Excel to Access including one hour of training at total cost of £265 + VAT. **RECORD OF VOTING** – All in favour. **Motion carried.**

11. TO REVIEW BUDGET AGAINST ACTUAL INCOME/EXPENDITURE TO 30TH JUNE 2019

Clerk presented spreadsheets and confirmed that everything in order at the first quarter stage.

12. HAND TESTING OF MEMORIALS IN ALL CEMETERIES AND TO DISCUSS ACTION PLAN

Mr Golby and the clerk (plus any other members of the committee who would like to go along) to arrange a date to do some hand tests of memorials at the cemeteries.

13. TO OBTAIN EXPENDITURE APPROVAL FOR SECTION 4 & 5 (COMPLETING THE RESURFACING OF ALL PATHS) FROM C J COOK AT A TOTAL COST OF £11,050 + VAT

RESOLVED – Proposed Cllr V Davies, seconded by Cllr J Davies that expenditure approved. **RECORD OF VOTING** – All in favour. **Motion carried.**
Clerk confirmed that the work will take place in September 2019.

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

None.

15. DATE OF NEXT MEETING – Monday 16th September 2019 at 10.30 am.

16. MEETING CLOSED at 7.44 pm.

Signed: _____ Chairman Dated: _____