



MINUTES OF STOW ON THE WOLD TOWN COUNCIL'S BURIAL BOARD MEETING HELD ON WEDNESDAY 10TH JUNE 2020 AT 10.30 AM VIA ZOOM

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

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

- 1. APOLOGIES FOR ABSENCE:** None.
- 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. TO WELCOME NEW MEMBER OF BURIAL BOARD CLLR JOANNA DAVIES**
Chairman welcomed newly co opted member of council to the Burial Board.
- 4. MINUTES – TO SIGN AS CORRECT THE MINUTES OF MEETING HELD ON 22ND JANUARY 2020**
RESOLVED – Proposed Cllr V Davies, seconded Cllr Rixon 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**
None.
- 6. QUESTIONS FROM MEMBERS OF THE PUBLIC**
None as no members of the public present.
- 7. CLERK'S REPORT AND MATTERS ARISING FROM MINUTES OF MEETING HELD ON 22ND JANUARY 2020**
Cllr Moseley joined the meeting halfway through this report at 10.42 am apologising because he had difficulty in signing into the meeting.
Clerk referred members to the email received from the Site Manager at Brio Retirement Village development giving an update on how the fallen drystone wall is now being reconstructed. Everyone agreed that this was much improved and will hopefully solve the problem of the large tree roots moving and causing the wall to fall down.
Chairman and clerk had met some time back with the contractor who laid all the new resin coated paths at the cemetery and gave feedback to members saying that the resin is gradually wearing off with more footfall and therefore the paths should not cause any further issues. Situation will be monitored.
Cemetery Rules & Regulations will be reviewed at the next meeting and members had been given a hard copy within their meeting papers pack and urged members to have a read in advance of the meeting.
Clerk said she had visited the cemeteries last week and had a look around and was surprised considering no Community Payback Team for some months the areas were looking quite tidy. She said that she noticed a number of what she thought were new memorials that had been erected and said she would check the paperwork

as she thought a number had not sent in an application form and paid the respective fee.

She suggested that a small working party (socially distancing) be set up as there are a number of dead flowers and Christmas wreaths that need removing. Clerk to liaise with Chairman to arrange a date/time.

CGS had kindly offered to replace FOC any lavender plants that have failed in the border from main entrance right through to the Funeral Director's car park.

Clerk finished her report saying that the salt bags in Cemetery Meadow need moving as burials will be taking place in this area in the near future. It was suggested that a good location would be King George's Playing Field. Cllrs Scarsbrook, Rixon and the clerk to arrange a site visit to look at this possibility. This will be on the agenda for June 2020 council meeting for members to approve the bags being relocated to the playing field if felt appropriate after site visit.

8. ST EDWARD'S CHURCH UPDATE

i) **Update on estimates to repair churchyard stone wall adjacent to Church Walk**

Clerk had met one contractor on site and an estimate had been received. She was due to meet with a second contractor just as lockdown came into effect and had to cancel and this has now been rearranged.

ii) **Update on removal of yew hedge (on Church Walk boundary), applying for Faculty etc**

Rev Short is to put in this application and requested details of the work to be carried out along with the contractor details.

iii) **Update on installing handrail in churchyard**

Rev Short reported that the Archdeacon can approve this work and another new handrail is also to be installed by the pedestrian access gate via Church Alley.

iv) **Update on dog fouling issues**

A member said that she had noticed dog faeces on the grass in churchyard when walking through yesterday. Clerk to organise a couple of copies of new posters from CDC and Rev Short will arrange for them to be erected.

9. CEMETERIES

i) **To confirm that Stepnell have agreed to pay council a further £1500 to park 6 cars on overflow car park for the next 12 months**

Noted.

ii) **To discuss and approve estimate from C J Cook to construct a new pathway from cemetery overflow car park to New Cemetery**

RESOLVED – Proposed Cllr V Davies, seconded Cllr Moseley that the estimate to the value of £4,105 + VAT is approved. £3540 would be taken from balance of earmarked reserve for resurfacing cemetery paths and the balance of £565 would be taken from the Burial Board budget. **RECORD OF VOTING** – All in favour. **Motion carried.**

iii) **Update on dog fouling issues and erecting new posters**

Cllr J Davies had kindly erected new posters in the cemeteries to remind people to pick up and dispose of in the bins supplied.

Clerk said that CDC had appointed a new officer to tackle dog fouling and fly tipping in the District. He has been very proactive and had been putting up posters and marking stencils throughout the town. Cllr Rixon is due to meet

with him and will take him to the cemeteries and allotments sites along with other hotspots in the town.

- iv) **Update on landscaping Cemetery Meadow**
Clerk to obtain estimates from contractors based on Cllr Scarsbrook's original design thoughts.
- v) **CGS to replace FOC any lavender plants that have failed in the Funeral Director's car park border to the main entrance**
Noted and thanks to CGS for this kind gesture.
- vi) **Self closing latch for Fosseyway pedestrian gate entrance**
Clerk said it had been suggested by a resident that it would be a good idea to install this type of latch which would mean that the gate would automatically shut and hopefully deter dogs walking in and fouling. All agreed this was a good idea and clerk is to put this work underway. Clerk advised this will cost no more than £50 to supply and install. **Post Meeting Note:** Clerk send apologies because it transpires that she had misunderstood and the gate that was being referred to is the wooden gate from New Cemetery into the allotments site. Clerk will still proceed and get this job underway.

10. TO REVIEW BURIAL BOARD TERMS OF REFERENCE AND MAKE RECOMMENDATIONS TO COUNCIL

RESOLVED – Proposed Cllr Rixon, seconded Cllr V Davies that Burial Board make some amendments and will recommend to council that it elects a Vice chairman and change the meeting frequency to 6 weeks on a Wednesday at 10.30 am.

11. DATE OF NEXT MEETING – Wednesday 22nd July 2020 at 10.30 am.

12. MEETING CLOSED at 11.30 am.

Signed: _____ Chairman Dated: _____