



## **MINUTES OF STOW ON THE WOLD TOWN COUNCIL'S BURIAL BOARD MEETING HELD ON WEDNESDAY 14<sup>TH</sup> OCTOBER 2020 AT 10.30 AM VIA ZOOM**

**PRESENT:** Councillors: J Scarsbrook (Chairman), V Davies (Vice chairman), J Davies & Mrs H Siphorp, Clerk/RFO of the Council

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

1. **APOLOGIES FOR ABSENCE:** Cllr L Rixon & Cllr 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 – TO SIGN AS CORRECT THE MINUTES OF MEETING HELD ON 19<sup>TH</sup> AUGUST 2020**  
**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. **RECORD OF VOTING** – All in favour. **Motion carried.**
4. **CHAIRMAN'S ANNOUNCEMENTS**  
None.
5. **QUESTIONS FROM MEMBERS OF THE PUBLIC**  
None as no members of the public present.
6. **CLERK'S REPORT AND MATTERS ARISING FROM MINUTES OF MEETING HELD ON 19<sup>TH</sup> AUGUST 2020**  
Clerk said she had nothing to report.
7. **TO DISCUSS AND CONSIDER PREPARATION OF DRAFT BUDGET FOR NEW FINANCIAL YEAR EFFECTIVE 1<sup>ST</sup> APRIL 2021**  
Members discussed and the clerk will prepare a final draft which will be submitted to the Finance & general purpose committee at their next meeting.
8. **ST EDWARD'S CHURCHYARD**
  - i) **Update on removing yew trees from Church Walk boundary and recommendation from clerk that the Burial Board should consider appointing a qualified surveyor to submit a report to council in relation to dry stone wall which needs repairing or possibly totally rebuilding**  
It was unanimously agreed that the removal of yew trees and the repair of the dry stone wall be treated as two separate issues. The consensus is that the yew trees are causing damage to the dry stone wall which has been accelerated due to the very wet winter and need removing sooner rather than later. Clerk to discuss with Gloucester Diocese and Rev Short will support this action and will be copied into the email that the clerk will send.  
It was also unanimously agreed that the clerk would contact and obtain an estimate from the independent surveyor who carried out the survey on the dry stone wall adjacent to Brio site and New Cemetery on behalf of Stepnell. These problems were also attributed to large tree roots moving and causing the wall to fall. The Gloucester Diocese had also offered to give contact details of people they have used in the past. Clerk to obtain the details but take no action at this point in time and will hold the information on file should it be needed.

- ii) **Update on installation of handrail in churchyard**  
Still awaiting contractor to install.
- iii) **Update on dog fouling issues**  
Rev Short said that the situation seems better and no recent complaints. Will continue to be monitored particularly with the nights drawing in.
- iv) **Any other issues**  
None.

**9. CEMETERIES**

- i) **Dry stone wall on A429 boundary of Victorian Cemetery**  
No immediate action to be taken but the wall is to be monitored on a regular basis and any issues should be reported to the clerk who can take any appropriate action.
- ii) **To scatter new grass seed on bare patch in new cemetery adjacent to new path in the Spring**  
Noted.
- iii) **To discuss completion of dry stone wall in New Cemetery adjacent to Brio site and also to discuss any action required to large tree on Brio site that may be in need of trimming**  
Clerk to contact Brio Site Manager to ask when the gaps in the dry stone wall will be completed to make both sites secure. At the same time she is to draw his attention to the trees on Brio site which are getting quite large and branches overhanging the cemetery to see if they could be trimmed back.
- iv) **Any other issues**  
Cllr Scarsbrook commented that some large branches had fallen into the Victorian Cemetery from a tree on highways verge. Clerk requested to get CGS to remove.

**10. TO REVIEW BURIAL FEES REFERRED BY COUNCIL AND TO MAKE RECOMMENDATION TO IT AS TO WHETHER THE FEES SHOULD BE INCREASED AND IF APPLICABLE FROM WHEN?**

**RESOLVED** – Proposed Cllr Scarsbrook, seconded by Cllr V Davies that recommendation to council is that the fees be increased by 1% effective 1<sup>st</sup> November 2020. **RECORD OF VOTING** – All in favour. **Motion carried.**

**11. TO REVIEW AND AMEND IF APPROPRIATE “MEMORIAL TREE, SHRUB & BENCH DONATION POLICY”**

**RESOLVED** – Proposed Cllr J Davies, seconded Cllr Scarsbrook that the document be readopted without change. **RECORD OF VOTING** – All in favours. **Motion carried.**

**12. DATE OF NEXT MEETING** – Wednesday 25<sup>th</sup> November 2020 at 10.30 am.

**13. MEETING CLOSED** at 11.29 am.

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