



MINUTES OF STOW ON THE WOLD TOWN COUNCIL'S BURIAL BOARD MEETING HELD ON WEDNESDAY 7TH APRIL 2021 AT 10.30 AM VIA ZOOM

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

Also in attendance: Advisor: Mr G Golby

1. **APOLOGIES FOR ABSENCE:** Cllr M Worker & Rev M Short.
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 CLLR MARY WORKER TO THE BURIAL BOARD**
In Cllr Worker's absence they welcomed her as a new member of the Burial Board.
4. **MINUTES – TO SIGN AS CORRECT THE MINUTES OF MEETING HELD ON 20TH JANUARY 2021**
RESOLVED – That the chairman should sign the minutes as a true and accurate record of the meeting. **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 20TH JANUARY 2021**
Cllr Scarsbrook had agreed to reseed the bare patch in New Cemetery when the weather warms up. Cllr J Davies suggested that if any seed was left over that some was needed on The Shrubbery.
All planned tree works in St Edward's churchyard had been completed.
A new padlock has been put on Cemetery Meadow gate.
Clerk said that it would be very costly to just replace the one missing tile on the Lych Gate so it was agreed as it was not causing any problems that no action is taken at the moment.
8. **TO REVIEW BURIAL FEES AND RECOMMENDATIONS TO COUNCIL AS TO WHETHER THEY SHOULD BE INCREASED IN APRIL 2021**
RESOLVED that recommendation to council at April 2021 council meeting will be to increase the burial fees by 1%. **Motion carried.**
9. **TO REVIEW BURIAL BOARD COMMITTEE TERMS OF REFERENCE AND MAKE RECOMMENDATIONS TO COUNCIL IF APPROPRIATE**
RESOLVED that the words "... on a Wednesday at 10.30 am" would be deleted on heading "Meeting frequency" and no further changes required. **Moton carried.**
10. **ST EDWARD'S CHURCHYARD**
 - i) **TO CONFIRM THAT CDC TREE OFFICER HAS APPROVED THE REMOVAL OF THE YEWE TREES ON BOUNDARY ADJACENT TO CHURCH WALK**
Noted.

ii) **TO DISCUSS REPORT FROM SOLID STRUCTURES (UK) LIMITED CONSULTING AND DISCUSS A PLAN OF ACTION FOR CHURCHYARD WALL ADJACENT TO CHURCH WALK AND RECOMMENDATIONS TO COUNCIL**

Cllr Moseley agreed to lead this project. Clerk to organise a meeting with Rev Short and it was suggested this might take place in the church so that if any questions arise the wall and area could be viewed. Cllr Moseley will draft an agenda for the meeting.

iii) **ANY OTHER ISSUES THAT MEMBERS WISH TO REPORT**

None.

11. CEMETERIES

i) **TO DISCUSS RESPONSE FROM STEPNELL IN RELATION TO REPAIRING THE FALLEN WALL AND ALSO BURIAL BOARD'S COMMENTS IN RELATION TO THE STYLE/HEIGHT OF NEW FENCING ERECTED IN THE SAME AREA IS INADEQUATE**

Clerk read out response from Stepnell Site Manager which said that he was still awaiting a response from Brio in relation to Burial Board's comments on the style/height of the railings. He said he had some quality issues with what had been installed and has arranged for the fencing to be remanufactured but pointed out that the design and height will be exactly the same and the height remaining at 1200 mm. In relation to the wall he is still awaiting the report from the structural engineer and his team will continue to chase and will revert back as soon as received.

ii) **TO ORGANISE A DATE FOR GENERAL TIDY UP OF THE CEMETERIES**

Tuesday 11th May 2021 - meet at cemeteries at 10.00 am weather permitting.

iii) **ANY OTHER ISSUES THAT MEMBERS WISH TO REPORT**

Clerk said that Brio had replied in relation to Burial Board's concerns that one of the large trees adjacent to Victorian Cemetery boundary was getting very large and the branches encroaching on the cemetery. Brio had replied saying that he had commissioned a tree surgeon to take a look at the trees and although he had not received the report he had been told that following the inspection the tree surgeon did not have any concerns. He suggested that if the council wished to trim them back that any work must be approved by Brio in advance of action being taken. It was agreed no action be taken but the trees causing concern would be monitored.

Clerk reported that a resident with mobility issues who was visiting a loved one's grave had sent in a complaint saying she could not park in the overflow car park due to other vehicles parking there. No action required as Stepnell Site Manager had been spoken to but agreed that the chairman would continue to monitor the area.

12. DATE OF NEXT MEETING – Thursday 20th May 2021 at 10.30 am.

13. MEETING CLOSED at 11.28 am.

Signed: _____ Chairman Dated: _____