

ST DENNIS PARISH COUNCIL

Minutes of the Cemetery Meeting held at ClayTAWC on Thursday the 17th February 2022 at 7.00pm

Present: Cllr Mrs T Edmunds (Chairman), Cllr Burnett (Vice Chair), Cllr Kelsey, Cllr Clarke, Cllr Mr N Edmunds, Cllr Lodomez.

In Attendance: Lynn Clarke, Parish Clerk.

C44/20 – Apologies

Cllr Jones. Apologies accepted.

C45/21 – Declarations of Interest

Cllr Mrs T Edmunds declared an interest in Items 15 & 17 as assisted in obtaining quotes.

Cllr Clarke declared an interest in item 20 as assisted in obtaining a quote.

Cllr Kelsey declared an interest in item 22 as a member of the WI.

C46/21 – Public Participation

No members of the public present.

C47/21 – To adopt the minutes of the cemetery meeting held on the 15th September 2021.

Resolved – To accept the minutes. Cllr Burnett abstained as not present at the meeting. All Cllrs present in favour.

C48/21 – Matters arising from the last meeting.

Tree removal – The trees blocking the CCTV view around the entrance and the Garden of Rest have been removed. The tree in the entrance is due to be removed with stage 2 of the work.

Plaque for the Still Born Section - Plaque has not been ordered as the bench needs attention.

Flower bed identified for removal. This has been discussed with the Sexton and will be removed when removing surplus soil, space on pick up permitting.

C49/21 – To discuss the installation of bollards at the Cemetery Entrance and to review the suggestion of zigzag road markings as per the December Full Council Meeting.

This was discussed at length. Concerns were raised that zigzag lines would not stop parking and the installation of bollards would be counter productive as drivers would park on the pavement. It was also raised that the bollards could be regularly damaged or need replacing.

Resolved – To table this item and to re-visit if parking in the entrance becomes a problem for maintenance or funerals.

C50/21 – Update on the Cemetery Records review.

The Clerk informed that people were still coming forward to update records, it was noted that 12-month period for the waiver of fees is due to finish at the end of March.

It was **agreed** to advertise the above information on all notice boards, highlighting the end of the waiver of fees.

C51/21 – To discuss the consultation results for Kerb Edgings in Section C & H.

It was noted that whilst 196 plots have been sold in this area the incomplete records made it impossible to contact all owners. Notices were placed in these areas and the consult was advertised on the notice board, the Community News and on the Parish Council social media accounts. In the hope that plot owners would come forward.

From the records held 94 consultations were sent out 53 replies were received.

30 were in favour of kerb sets being installed. 23 in favour of Sections C & H remaining lawned.

it was **Resolved** to allow kerb sets in sections C & H, all new kerb sets will need a memorial permit and must be installed by BRAMM registered stonemasons.

C52/21 – To discuss and agree the changes to the Cemetery Regulations that may be required as a result of the consultation.

Resolved – To amend the section relating to Kerb sets to reflect the decision above allowing kerb sets in all sections of the Cemetery.

C53/21 – To review the Cemetery Charges for 2022-2023.

Cllr Mrs T Edmunds will collate comparison prices, and this will be reviewed and agreed via email.

C54/21 – To agree the cost of the bench base installations.

Resolved – To use Graham Johns for Bench Base installations. All present in favour.

C55/21 – To discuss 3 bench applications received.

Cllrs discussed the applications, and it was agreed due to the costs involved and the budget allocated for benches that two applications could be approved, and one application would need to be deferred to the next financial year unless a compromise could be reached on the placement with the applicant. It was **Resolved** – To install two new benches. All present in favour.

Due to costs, it was agreed that a limit on bench applications would be required for future years.

The clerk informed that the approved bench is no longer being made. It was **Resolved** to agree a new design via email as not to delay the installations.

C56/21 – To discuss complaints received regarding the cutting down of trees, installation of fencing and the padlocking of the new gate in the fencing.

The Clerk informed that complaints have been received regarding the items above.

The complaints were discussed by the Committee and a response to be drafted outlining problems with dog fouling, dogs not being kept on leads, cows gaining access to the Cemetery, and the need to have better views for the CCTV due to antisocial behaviour within the Cemetery Grounds.

C57/21 – To discuss options to stop people climbing the fence at the lower stile and using this as access to the Cemetery.

Working Party to review and provide a report.

Cllr Mrs T Edmunds left the room.

C58/21 – To agree the costs for the covering of the rainwater gullies.

The quotations were presented but further information is required by Cllrs before a decision can be made. It was **Resolved** to agree the costs via email once additional information has been received. Cllr Mrs T Edmunds not to be included in the emails due to the interest declared.

Cllr Mrs T Edmunds was invited to re-join the meeting.

C59/21 – To agree the cost for an additional CCTV camera for the Cemetery.

Cllrs were informed that once the trees at the entrance had been removed gaps within the CCTV coverage were identified within the Garden of Rest an additional camera would

ensure the whole of the area is covered. The budget was reviewed, and adequate funding remained in the Ear Marked Reserves to cover this cost.

Resolved To purchase an additional camera at a cost of £487 + VAT. All present in favour.

C60/21 – To discuss options for a new side gate in the Cemetery.

It was **agreed** that the repairs to the old gate were adequate, and a new gate would be investigated at a later date.

C61/21 – To discuss replacement trees

This was discussed at length it was agreed that suitable locations would need to be identified that would not hinder the CCTV views. It was **agreed** that the working party would investigate options for replacement trees and for one to be planted as part of the Queens Platinum Jubilee Celebrations. All present in favour.

C62/21 – To discuss and agree wall repair quotations.

The Clerk informed that only two quotations have been received to date. The matter was discussed, and it was agreed that the landowners adjacent to the wall need to be contacted regarding the removal of vegetation on the other side of the wall prior to repairs being undertaken. **Resolved** – to consult with the landowners and agree cost via email. Cllr Clarke not to be included within repair quotations due to the interest declared.

C63/21 – To review Memorial Garden Ideas.

Tabled.

C64/21 – Update from working party regarding the placement of the tree for the WI.

Working Party to review week commencing 20th February and provide update as part of the Working Party Report.

C65/21 – Update on the Cemetery Extension

No update at present

C66/20 – Any other matters.

Matters raised within the consultation responses were discussed.

Owners not being made aware of the regulations – procedures have been introduced to ensure this does not happen in the future, a copy of the Cemetery Regulations is available on the website.

Items being removed from Grave spaces – It is not Parish Council policy to remove items unless broken or damaged, efforts are made to contact owners prior to this occurring. CCTV has been installed due antisocial behaviour. Incidents of this nature should be reported to the office so that the CCTV can be reviewed.

The banning of dogs – The footpath has been fenced off to reduce incidents of dogs entering the area without being on a lead. Signage asking owners to keep dogs on leads is on display. Any incidents should be reported to the office so that they can be monitored and reviewed periodically.

That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded, and they are instructed to withdraw.

C67/20 – Confidential Items.

Removal of unauthorised kerb edgings – additional letter to be sent in light of decisions made at this evening's meeting.

Waiver of fees for kerb edging – **Resolved** not to charge for those with existing permits who wish to add kerb edging.

Any other urgent and relevant confidential item, for information, that the Chairman considers appropriate.

The meeting was closed by the Chairman at 8.20pm

Signed..... Date.....

Chairman of the Cemetery Committee

DRAFT