

# ST DENNIS PARISH COUNCIL

## Minutes of the Cemetery Meeting held at ClayTAWC on Wednesday the 21<sup>st</sup> August 2024 at 7.00pm

**Present:** Cllr Edmunds, Cllr Burnett, Cllr Clarke, Cllr A Griffin, Cllr Kelsey, Cllr James.

**In Attendance:** Lynn Clarke, Parish Clerk.

### **C1/24 Election of Chair.**

Cllr Edmunds was nominated and seconded for the position of Chair of the Cemetery Committee. There being no further nominations a vote was taken. All present in favour. Cllr Edmunds was duly elected Chair of the Cemetery Committee.

### **C2/24 Election of Vice Chair.**

Cllr Burnett was nominated and seconded for the position of Vice Chair of the Cemetery Committee. There being no further nominations a vote was taken. All present in favour. Cllr Burnett was duly elected Vice Chair of the Cemetery Committee.

### **C3/24 – Apologies**

None.

### **C4/24 – Declarations of Interest**

Cllr Edmunds declared an interest as a plot owner in the Cemetery. It was agreed to give a 12-month dispensation as decisions made are in the interest of persons living in the area of the authority.

### **C5/24 – Public Participation**

Cllr Edmunds advised that the bushes near the bench in Section B of the Cemetery are in need of cutting back.

### **C6/24 – To adopt the Cemetery section of the minutes of the Consolidated Meeting Minutes of the 27<sup>th</sup> March 2024.**

**Resolved** – To accept this section of the minutes. All present in favour.

### **C7/24 – Matters arising from the last meeting.**

The wildflower seed has been purchased and sown in the areas agreed at the last meeting.

### **C8/24 – To approve the installation of the new bin in the Cemetery.**

The Clerk advised that the new bin that was purchased for the Playing field, this has been removed following damage caused to the liner and the bin being repeatedly knocked over. It was **Resolved** to locate this within the Cemetery grounds. All present in favour.

### **C9/24 – To agree the purchase of a new bin liner for the above bin.**

**Resolved** – To purchase a new liner at a cost of £48.94 + VAT and £12.50+VAT for delivery charges. All present in favour.

### **C10/24 – To agree proposals for the memorial testing within the Cemetery.**

The Clerk informed that the 5 yearly testing is due to be undertaken. The Diocese has been contacted and agreements have been made that memorials within consecrated ground can be tested and stabilised if required. Repairs would require the permission of the diocese to be granted.

Members were informed that the testing will require a public notice to be included in a local paper. It may be advantageous to hold a cemetery engagement event to ensure that

relatives are made aware of the legal requirements for the testing and kept informed of the procedures for the stabilisation of unsafe memorials.

Repair permits template has been drafted ready to be issued for memorials that are found to be unsafe and a comprehensive list of all grave spaces has been drafted for the contractor who will undertake the testing.

Those present approved the proposals set out above. All present in favour.

**C11/24 – To approve the cost of advertising for the memorial safety checks.**

It was **Resolved** to agree the cost of £77.90 + VAT to place a notice in the Cornish Guardian. All present in favour.

**C12/24 – To agree a date for community engagement within the Cemetery.**

It was **Resolved** to agree to hold this on the 21<sup>st</sup> September between 10 and 12 am, weather permitting. All present in favour.

**C13/24 – To approve the cost of a stonemason to undertake the safety testing.**

It was **Resolved** to approve the cost of £500 + VAT from Drew Memorials. All present in favour.

**C14/24 – To approve biannual visual inspections.**

The Clerk informed that it may be appropriate to undertake visual inspections bi-annually so that memorials are checked on a more frequent basis and any issues identified can be addressed.

**Resolved** – To approve biannual visual inspections to be undertaken by staff. All present in favour.

**C15/24 – To consider no parking options at the Cemetery entrance.**

Members were informed of recent incidents of verbal abuse to staff trying to gain access to the Cemetery whilst cars were parked at the entrance. It was highlighted that this is an ongoing issue.

It was **Resolved** – To agree the purchase of a bollard, a length of chain additional signage and staff hours to undertake the work to be agreed via email. All present in favour.

**C16/24 - To receive an update on expired Exclusive Rights of Burial.**

Cllrs were informed that 16 Exclusive Rights of Burial have expired. These have no contact details on the system so therefore will transfer back under the responsibility of the Parish Council. It was **Resolved** to advertise these plots, if relatives come forward they will be offered the opportunity purchase a new exclusive Right of Burial for these plots. All present in favour.

**C17/24 - To review the electric contract for the Cemetery.**

It was **Resolved** to take out a 12 month contract with YU Energy for the Cemetery. All present in favour.

**C18/24 – Any other matters.**

The Clerk informed that a memorial bench application is expected. It was agreed to review the application and agree a location prior to the next meeting.

*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.*

**C19/24 – Confidential Items.**

None.

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

The meeting was closed by the Chair at 7.30 pm.

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

Chair of the Cemetery Committee