

ST DENNIS PARISH COUNCIL

Minutes of the Cemetery Meeting held at ClayTAWC on Thursday the 27th July at 7.00pm

Present: Cllr Mrs T Edmunds, Cllr Kelsey, Cllr Clarke, Cllr Mr N Edmunds, Cllr Lodomez.

In Attendance: Lynn Clarke, Parish Clerk.

The Clerk informed that Cllr Burnett had advised that in her absence she was willing to be nominated for Vice Chair if Cllrs wished to do so.

C1/22 Election of Chair

Cllr Mrs T Edmunds was nominated, there being no further nominations this was put to a vote. All present in favour. Cllr Mrs T Edmunds was duly elected Chairman of the Cemetery Committee.

C2/22 Election of Vice Chair

Cllr Burnett was nominated, there being no further nominations this was put to a vote. All present in favour. Cllr Burnett was duly elected Vice Chair of the Cemetery Committee.

C3/22 – Apologies

Cllr Burnett. Apologies accepted. Cllr Jones absent.

C4/22 – Declarations of Interest

Cllr Clarke declared an interest in item 11 as assisted in obtaining a quote.

C5/22 – Public Participation

Cllr Clarke informed of a compliment received from a member of the public regarding the rainwater gully covers informing that she had been advised the new covers were excellent and made a big difference for disabled users and parents with pushchairs to access the area.

C6/22 – To adopt the minutes of the cemetery meeting held on the 17th February 2022.

Resolved – To accept the minutes. All Cllrs present in favour.

C7/22 – Matters arising from the last meeting.

Cemetery Regulations – have been updated and a new copy placed on the website.

Bench Bases – Installation due to start at the end of the week.

Benches – Arrived 25/07/22

Rainwater gullies – Complete

CCTV Camera – Installed

Disabled access gate – replaced due to vandalism

C8/22 – To agree Cemetery Charges for 2022 – 2023

The Clerk highlighted that as the regulations had changed to allow kerb sets but presently there is no separate provision for kerb set permits and Cemetery Charges with the exception of the burial fees which were raised in line with increase costs had not altered for several years.

Resolved – to round most costs up to the nearest multiple of £10, to increase administration charges to £30 and to make a charge of £150 for the installation of kerb sets and to increase interments of cremated remains to £200. All present in favour.

[Charges 21-22](#) [Charges 22-23](#)

C9/22 – Update on the Cemetery Records review.

The Clerk informed that there were still several people coming forwards to advise on ownership of plots even though fees for this service are now being charged. It was also

noted that a new member of staff is being sought to digitise the Cemetery Records which should make the process of transfer enquiries quicker.

C10/22 – To agree the waiver of admin fees for transfers from funeral directors.

The Committee were advised that there are some circumstances where charging of an admin fee does not seem appropriate as the transfer may be to a living partner / plot owner who undertook the original purchase, but our records show the funeral director as the owner. This was discussed at length, and it was **Resolved** to allow the Clerks discretion on this type of transfer. All present in favour.

C11/22 – To agree the quotes for wall repairs.

Cllr Clarke was advised that there was no need to leave the room as all the quotes were not ready for a decision to be made.

Resolved – To agree the quotes via email, Cllr Clarke not to be copied into the email due to being present when quotations were obtained, and an interest declared. All present in favour

C12/22 – To agree the costs for moss removal on the paths.

The Clerk advised that quotes had not yet been received.

Resolved - To agree the quotes via email. All present in favour.

C13/22 – To discuss and agree options for planting along the Cemetery path following tree removal.

Resolved – To agree a budget via email once costs have been sought for shrubs and bulbs. Discretion given to the Clerk to purchase some via petty cash should they be appropriate and affordable. All present in favour.

C14/22 – To discuss and agree a budget for re-instating 2 flower beds in the Cemetery.

Plant types were put forward and it was **Resolved** – to agree a budget via email once costs have been obtained. Discretion given to the clerk to purchase some via petty cash should they be appropriate and affordable. All present in favour.

C15/22 – To discuss and agree tree planting in the area identified by the Working Party.

Resolved – to use an area near the bottom of the Cemetery that would not affect CCTV coverage and to only allow trees to be planted in this area to commemorate significant events. Plaques to be allowed for these trees to reflect the purpose of the planting. All present in favour.

C16/22 – Update from the working party on the Placement of the WI tree.

The working party advised that the area identified in Min ref C15/22 above would be suitable. All present in favour.

C17/22 – To agree a way of marking out the individual plots within the Garden of Rest.

Different options were discussed, and it was agreed to obtain quotes for thin paving markers or edging slabs to mark out reserved plots within the garden of rest. **Resolved** – to agree the costs via email. All present in favour.

C18/22 – To review areas that have been recently cleared of trees and shrubs and to agree actions required.

Cllr Mrs T Edmunds advised that the areas cleared in section B and at the entrance were beginning to show signs of growth. It was **Resolved** for casual staff to undertake the work and for the office to programme this into the schedule. All present in favour.

C19/22 – Update on the Cemetery Extension.

The Clerk read an email from Tregothnan Estates informing that they are not doing anything on this at present and would prefer to sell in smaller sections. This was discussed at length,

and it was agreed that this would not be cost effective or practical. It was **Resolved** to investigate the costs of compulsory purchase as negotiations have been ongoing for two years without success.

C20/22 – Any other matters.

Items not covered within the agenda from the [working party report](#) were discussed.

A kerb set surround has been placed near the fence by a stone mason which is in the way of a bench base so needs to be moved downwards. Clerk to contact the Stone mason and also advise that the area needs to be taped off to highlight the potential hazard.

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.

C21/22 – Confidential Items.

Removal of unauthorised kerb edgings – An update on removal was provided to the Committee. A review of those outstanding needs to be undertaken.

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

The meeting was closed by the Chairman at 8.10pm

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

Chairman of the Cemetery Committee