

ST DENNIS PARISH COUNCIL
Minutes of the Cemetery Meeting held Online on
Tuesday the 30th March 2021 at 6.30pm

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

In Attendance: Lynn Clarke Parish Clerk.

C60/20 – Apologies

Cllr Lodomez. – Apologies accepted.

C61/20 – Declarations of Interest

None

C62/20 – Public Participation

None

C63/20 – To adopt the minutes of the cemetery meeting held on the 9th March 2021.

Approved – proposed by Cllr Clarke seconded by Cllr Mr N Edmunds. Cllr Burnett abstained as not present at the meeting, all others in favour.

C64/20 – Matters arising from the last meeting.

CCTV has not been reviewed.

Signage has been put up requesting members of the public to check records we hold.

Grass seed and watering cans have been purchased.

Handrail on stile has been reported to Cornwall Council.

No update on Cemetery Extension.

C65/20 – To agree the bench Policy and the cost of memorial plaques.

Cllr Kelsey raised concerns that the policy / application was not clear and will review the wording and forward for agreement via email. Confirmation was given that the text on the plaques will be approved by the Parish Council office. Any plaques that are removed at the end of a bench life will be retained for 12 months where the owner cannot be contacted.

Prices for the purchase and installation of a plaque will be agreed via email. It was **resolved** to carry out the actions above. Proposed by Cllr Mr N Edmunds seconded by Cllr Clarke all in favour.

C66/20 – To agree the waiver of admin fees for changes to EROB's where records are being updated for the next six months.

It was **Resolved** – To waive the fees only for those that we do not hold accurate details on record for an initial time limit of 1 year to be extended if necessary. Proposed by Cllr Mr N Edmunds, seconded by Cllr Clarke all in favour.

C67/20 – To agree a process for the transfer of common graves.

This was discussed at length and it was **Resolved** – To transfer the plots to family members that can provide proof of entitlement with no fee. Proposed by Cllr Clarke seconded by Cllr Burnett all in favour.

C68/20 – To agree a working party to set out parameters for the plastic items to be removed and included within the plastic ban. Report to be put before the Cemetery Committee. the

Agreed – Cllr Mrs T Edmunds, Cllr Kelsey, Cllr Burnett and Cllr Clarke will form a working party to review the limitations of the plastic ban and report back to the Cemetery Committee with their findings.

C69/20 – To discuss the pre-booking of plots within the Chapel side of the Cemetery.

Concerns were raised due to the limited space available within the remaining section, this was discussed at length. It was **Resolved** - To not allow pre-booking within the whole of the burial area except in extenuating circumstances. Proposed by Cllr Clarke, seconded by Cllr Mrs T Edmunds all in favour.

Action – Working party to identify other options for interments within the existing grounds, should they be required prior to the purchase of land for the extension of Cemetery.

C70/20 – To discuss a request from a member of the public to place spring bulbs in the area of the headstone.

Resolved – To give permission for the bulbs within this area. Applicant to be informed that the Parish Council cannot be held responsible for damage whilst grass cutting is being undertaken. Proposed by Cllr Kelsey, seconded by Cllr Mr N Edmunds all in favour.

C71/20 – Any other matters.

Cllr Clarke informed of a discussion about the possible inclusion of a memorial only area, this was discussed, and it was agreed that the provision of a memorial area should be investigated further.

Action – Working party to identify a suitable area and report back to the clerk with work that will need to be undertaken. Designs to be discussed and to be placed on the agenda for the next Cemetery 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

Cllr Mrs T Edmunds reminded before this section of the meeting can start, "I am required to remind you all that this is a confidential meeting and is not to be discussed with anyone out of this meeting. I also need your confirmation that no-one else in your household is in the room or can overhear the conversations that are to take place during this meeting. The clerk will record your response individually".

Cllr Clarke, Cllr Jones, Cllr Kelsey, Cllr Mr N Edmunds, Cllr Mrs T Edmunds, Cllr Burnett and the clerk all informed that they were in an area that could not be overheard by other members of the household.

C72/20 – Confidential Items.

New information discovered in the old burial records, to be investigated further.

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

The meeting was closed by the Chairman at 9.30 pm

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

Chairman of the Cemetery Committee