

# ST DENNIS PARISH COUNCIL

## Minutes of the Cemetery Meeting held at the Methodist Chapel, Carne Hill, St Dennis on Wednesday the 15<sup>th</sup> September 2021 at 7.00pm

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

**In Attendance:** Lynn Clarke, Parish Clerk Cornwall Cllr Mr D Cole and one member of the public.

### **C21/20 – Apologies**

Cllr Jones and Cllr Burnett.

### **C22/21 – Declarations of Interest**

None.

### **C23/21 – Public Participation**

The member of the public present was invited to speak to the Committee. A complaint was raised regarding the recent grass cutting as a substantial amount of grass clippings were left on a grave space. Cllr Clarke informed that Cllrs are aware of the recent problem, and this is being addressed.

A report was given that the side gate is in need of attention / adjustment as it is becoming difficult to open. This was discussed and it was agreed that the Clerk will look at the gate and either arrange for repairs to be undertaken or obtain quotes for replacement.

An objection to the banning of plastic flowers was lodged by the member of the public. Cllr Mrs T Edmunds informed that this has been reviewed and that the Regulations which if agreed this evening would allow for plastic flowers for the same duration as Christmas wreaths. The Council were asked to consider extending this length of time from the proposed 3 months to 4 months.

The rainwater gully that runs alongside the path within the Cemetery was brought to the Committee's attention. The member of the public was advised that this is on the agenda for discussion this evening.

### **C24/21 – To adopt the minutes of the cemetery meeting held on the 15<sup>th</sup> July 2021.**

**Approved** – with one amendment to C17/21 to clarify that the edging referred to within the minutes, is kerb edging that has not been installed by a qualified stone mason. All present in favour.

### **C25/21 – Matters arising from the last meeting.**

The Clerk requested for agreement on the bench plaque wording as no decision had been made via email, as agreed at the last meeting. All other matters are on the agenda for discussion.

### **C26/21 – To note the report from the working party meetings.**

[review of policies meeting 25th August 2021](#) , [Site Meeting 1st September 2021](#) . Both reports were noted and agreed by those present.

### **C27/21 – To discuss the covering of the rainwater gully.**

The committee were informed that this had been reported to the office. It was noted that this could be a potential hazard for mobility scooters and pushchairs. **Action** – Office to investigate suitable coverings for the pathway sections of the gully and obtain quotations for the work.

**C28/21 – Update on Cemetery Records**

The Clerk informed that this is still an ongoing process. People that may not have travelled to the Cemetery for a length of time due to Covid-19 are still coming forwards, asking the Committee to consider extending the transfer amnesty. Cllr Mrs T Edmunds asked if this was only for the historic transfers. The Clerk informed that as previously agreed new transfers are being charged. It was **Resolved** – To extend the historic transfers for a further 12 months. All present in favour.

**C29/21 – To agree the bench installation policy.**

**Resolved** – To adopt the bench request and installation policy. All present in favour.

**C30/21 – To agree the Memorial Plaque Application Form.**

**Resolved** – To adopt the Memorial Plaque Application Form. All present in favour.

**C31/21 – To review the Cemetery Risk Assessment.**

**Resolved** – To adopt the revised risk assessment. All present in favour.

**C32/21 – Update on the Cemetery of the Year Awards.**

Cllrs advised that the information forwarded did not make sense. The Clerk informed that the scoring given had been compared to the average and the overall score. The questions and results were discussed, it was agreed that the questions related more to the management of the Cemetery, but the scoring seemed inconsistent. St Dennis Cemetery did however score above average within the awards, and there were very few options to increase the score.

**C33/21 – To agree the cost of the tree removal to improve CCTV coverage.**

The Committee were informed that three contractors have been approached to carry out the work to remove trees obstructing the CCTV view on the Garden of Rest and the entrance, but at present only one quote has been received.

The Committee agreed to give other contractors until the 24<sup>th</sup> September to provide the quotations for the work and delegate to the Clerk a limit of £1000.00 for the work to be undertaken as soon as possible. All present in favour.

**C34/21 – To agree the consultation with plot owners within sections C & H regarding the installation of kerb edgings and to review the Regulations in line with the responses received.**

**Resolved** – To send letters to all owners within these sections that we hold records for. To place notices within both sections requesting that owners check the information held by the Parish Council and to run the consultation until the end of October. Views from members of the public via email will be accepted, but the decision will be based on the plot owners' views. Regulations to be reviewed in line with responses received. All present in favour.

**C35/ 21 – To review the Cemetery Regulations.**

**Resolved** – To adopt the Cemetery Regulations, but to review and amend if required following the consultation results. All present in favour.

**C36/21 – To review the Cemetery Charge Sheet.**

**Resolved** – With amendments discussed at the meeting to agree the Cemetery Charge Sheet. All present in favour.

**C37/21 – To agree the purchase of the updated Regulations book Essential Law for Cemetery and Cremation Managers at a cost of £32.44 and approve the use of the Parish Council Debit card for the purchase.**

**Resolved** – To use the card and approve up to £40 as when the Clerk reviewed the price at the meeting it had increased. Approved by all present.

**C38/21 – Update on fencing off the footpath.**

It was raised that trees needed to be removed this needs to be addressed prior to the fencing being installed. The contractor has been given the order for the work, awaiting start date.

**C39/21 – Update from working party regarding the placement of the tree for the WI.**

Cllr Kelsey declared an interest in this item and requested permission to speak prior to leaving the room for discussion.

Permission was granted. Cllr Kelsey asked the committee for advice on what type of tree they would prefer the WI to purchase if permission is granted for the planting. Advice was given. Cllr Kelsey was advised that there was no need to leave the room as this item was being deferred until after other tree work has been completed.

**C40/21 – To review Memorial Garden Ideas.**

Deferred.

**C41/21 – Update on the Cemetery Extension**

Tregothnan Estates have been contacted on several occasions; Clerk is still awaiting a response. Cllr Cole has offered to help with the negotiations. This offer was accepted by those present.

**C42/20 – Any other matters.**

None.

*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.*

**C43/20 – Confidential Items.**

Removal of unauthorised kerb edgings – Further letter to be sent.

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

The meeting was closed by the Chairman at 8.45pm

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

Chairman of the Cemetery Committee