

SALTASH TOWN COUNCIL

Notes of a Meeting of the Burial Board held on Monday 12th December 2011 at 7:00pm at the Guildhall

PRESENT: Councillors: R Austin (Co-Chairman), Reverend A Butler (Co-Chairman), P Clements, M Gee, D Holley, W Phillips.

ALSO PRESENT:

Mr B Jones (St Stephens PCC)
Mr J Reid (St Stephens PCC)
Mr R Lane (Town Clerk)

APOLOGIES:

Councillor: C Oakes,
Mr D Bartlett – Groundsman,
Mr G Rogers – Cornwall Council.
Mr D Fowell (PFS Funeral Director)

HEALTH AND SAFETY ANNOUNCEMENTS

Councillor Austin informed those present of the actions required in the event of a fire or emergency.

29/11/12 DECLARATIONS OF INTEREST

Name	Agenda Item	Personal/ Prejudicial	Reason
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30/11/12 QUESTIONS FROM THE PUBLIC

None.

31/11/12 BUDGET STATEMENTS

a. To receive the current Committee budget statement.

It was **RESOLVED** that the report be noted.

b. To consider the end of year budget outturn figures for 2011/12.

As minute 32/11/12

32/11/12 THE BUDGET FOR 2012/13

Members considered the outturn forecast for 2011/12 and determined predicted outturn figures upon which the budget for 2012/13 was set for recommendation to Full Council (copy on file).

It was **RESOLVED** the budget as set be put to Policy and Resources for recommendation to Full Council as part of the budget process.

33/11/12 FEES AND CHARGES FOR 2012/13

Members considered the current fees and charges pricing structure.

It was **RESOLVED** that:

1. Fees and charges be increased by 5% as of 1st January 2012.
2. Burial Board fees and charges be doubled plus a 5% increase for non-Saltash residents.

34/11/12 UPDATE ON AVAILABLE BURIAL SPACE AND FORECAST FOR OPERATIONAL DATE OF THE CHURCHTOWN CEMETARY

Reverend Butler reported that given the current demand for burials it would be approximately 18 months before burials would need to commence in the new cemetery and 10 years for cremations.

It was **RESOLVED** that the exclusive rights of burials for Churchtown Cemetery be revised to 30 years from 25 years in line with Cornwall Council policy.

35/11/12 CHURCHTOWN CEMETERY EXTENSION

(a) Report from the Grounds person

It was **RESOLVED** to note the report.

(b) Churchtown Cemetery report on current position

Councillor Austin reported the gates had now been replaced that most of the faults had been fixed and a snagging list would be determined at the end of the month with the contractors prior to final payment.

Members discussed general grounds maintenance issues.

It was **RESOLVED** that:

1. A site visit by the committee to consider grounds maintenance be arranged at the next meeting.
2. Two stop cocks be installed for water supply servicing.

(c) Update on regulations to govern new cemetery.

Members considered the regulation for the new cemetery.

It was **RESOLVED** that the regulations in the notice board be replaced with a larger print copy.

(d) Update on Signage

Councillor Austin reported that the new notice board had now been installed.

Members considered the problem of obstruction created by cars parking in front of the entrance gates.

It was **RESOLVED** that:

1. "Do not obstruct" be painted on the road outside the gates.
2. "Parking for cemetery use only" be painted on the road inside the gate.

(e) Final Account for Cemetery Extension

It was considered this item had been fully considered under budget minute 32/11/12

(f) Update on use of Machinery near Beehives

Councillor Austin reported that having consulted the bee keeper regarding this matter he had been reliably informed cutting once or twice a year in the area would not prove to be a problem and that all precautionary safety measures had been put in place.

It was **RESOLVED** that the report be noted.

(g) Any other items relating to the Cemetery Extension

None.

36/11/12

ST STEPHEN'S CEMETERY

(a) Report from the Grounds Person

Members considered the Grounds Person's report.

It was **RESOLVED** that:

1. The report be noted.
2. The dead cherry trees be replaced with white hawthorn.

(b) Murderers Plot and Plaque

Members considered progress of the scheme.

It was **RESOLVED** that:

1. The council cut down the tree.
2. Mr J Reid progress the plaque.
3. The council refurbish the stonewalling.

(c) Base cut of western wall.

The Clerk reported the work had been requested and that Highways would include it in their schedule.

It was **RESOLVED** that the report be noted.

(d) Saltash Fire Fighters Memorial

The Chairman reported that a progress report was awaited from Mr D Berry.

It was **RESOLVED** that the report be noted.

(e) Request to purchase a memorial bench.

Reverend Butler informed members that he considered there were sufficient benches in St Stephens.

It was **RESOLVED** that the item be removed from the agenda.

37/11/12 EQUIPMENT

(a) Update on registration of ride on mower with DVLA

The Clerk reported that all necessary registration and insurance requirements had now been satisfied.

It was **RESOLVED** that the report be noted.

38/11/12 HEALTH & SAFETY

(a) Tombs

(i) Cornwall Council Maintained Memorials

Mr J Reid reported that one tomb had been completed and Cornwall Council were awaiting the new budget in order to commence work on the second tomb.

It was **RESOLVED** that the report be noted.

(b) Update on allotment bank maintenance

Councillor Austin reported that the Allotment Society due to committee membership changes were still in the process of establishing a bank account in order to progress the purchase of equipment necessary to carry out the regular maintenance.

It was **RESOLVED** that the report be noted.

(c) Any other urgent Health and Safety issues

Mr J Reid reported he had contacted Cornwall Council to determine who was responsible for the wall as it is unstable and stones were falling off.

It was **RESOLVED** that progress be considered at the next meeting.

39/11/12

PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960:

To resolve that pursuant to Section 1 (2) OF THE Public Bodies (Admission to Meetings) Act 1960 the public and press leave the meeting because of the confidential nature of the business to be transacted. (As required or if necessary.)

Maintenance and Staffing.

Members considered issues relating to maintenance and staffing.

It was **RECOMMENDED** that the Staffing Committee consider maintenance and staffing options.

40/11/12

PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960:

To resolve that the public and press be re-admitted to the meeting.

41/11/12

URGENT NON-FINANCIAL MATTERS BROUGHT FORWARD AT THE DISCRETION OF THE CHAIRMAN

Councillor Clements informed members of an initiative by the Commonwealth War Graves Commission to have signs placed at cemeteries with war graves to recognise the war dead buried there.

He requested that the board consider having one put up at St Stephens Cemetery.

It was **RESOLVED** that:

1. A notice and location plan of the war graves be put in the notice board.
2. Councillor Clements progress the initiative with the Commonwealth War Graves Commission.

42/11/12

PRESS RELEASES OR ARTICLES REQUIRED

None.

43/11/12 DATE OF NEXT MEETING

Monday 12th March 2012 – 7pm at the Guildhall.

Rising at 9.00 pm.

Signed: _____
Chairman

Dated: _____
5th January 2012