

## SALTASH TOWN COUNCIL

### Notes of a Meeting of the Burial Board held on Monday 12<sup>th</sup> March 2012 at 7:00pm at the Guildhall

#### PRESENT:

Councillors: R Austin (Co-Chairman), Reverend Canon A Butler (Co-Chairman), P Clements, M Gee, D Holley, C Oakes.

#### ALSO PRESENT:

Mr B Jones (St Stephens PCC)  
Mr J Reid (St Stephens PCC)  
Mr D Bartlett – Grounds man,  
Mr D Fowell (PFS Funeral Director)  
Mr R Lane (Town Clerk)

#### APOLOGIES:

Councillor: W Phillips.  
Mr G Rogers – Cornwall Council.

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### HEALTH AND SAFETY ANNOUNCEMENTS

Reverend Canon A Butler informed those present of the actions required in the event of a fire or emergency.

#### **44/11/12**      DECLARATIONS OF INTEREST

Name	Agenda Item	Personal/Prejudicial	Reason
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None.

#### **45/11/12**      QUESTIONS FROM THE PUBLIC

None.

Councillor Holley raised the issue of promoting the meeting to increase awareness in the community of the opportunity to attend meetings.

It was **RESOLVED** that the web page highlight the opportunity that the public are welcome to attend meetings.

#### **46/11/12**      BUDGET STATEMENTS

a. To receive the current Committee budget statement.

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

47/11/12

**UPDATE ON AVAILABLE BURIAL SPACE AND FORECAST FOR OPERATIONAL DATE OF THE CHURCHTOWN CEMETARY**

Reverend Canon A Butler reported a slowdown in burial demand that may be linked to the current economic climate coupled with the rate of burial fees charged by the Burial Board and Church.

He further informed members that there are 54 available burial spaces left in the cemetery which given the current rate of take up would mean Churchtown would be required for burials in 2 years.

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

48/11/12

**CHURCHTOWN CEMETERY**

**(a) Report from the Grounds person**

The Grounds man reported that the front gardens were suffering from dog owners allowing their dogs to foul the two gardens.

He further reported that quotes were awaited for the 'Do Not Obstruct' signs to be painted on the road and that the stop cocks had been installed.

It was **RESOLVED** to seek quotes for the installation of either a wooden, spalling or wire fence.

**(b) Report on current position**

The Grounds man referred to the lack of and need for ventilation for the toilets.

It was **RESOLVED** that the Grounds man install ventilation to the toilets.

**(c) Update on regulations.**

The Grounds man reported that the regulations on display in the noticeboard had been replaced with a copy with a larger font size.

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

**(d) Update on Signage**

Members considered the location of the noticeboard in relation to its installation position and accessibility.

It was **RESOLVED** that quotes be sought for:

1. Its relocation.

2. A path to be put in place up to its current location.

**(e) Correspondence regarding trees in South Eastern corner of cemetery**

Councillor Austin reported that two trees needed to be taken down on the Murderers plot.

It was **RESOLVED** that the trees be removed by a tree surgeon.

**(f) Any other items relating to Churchtown Cemetery**

Councillor Austin reported that the Allotment Society had recently elected a new committee and were once again fully functional.

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

**49/11/12      ST STEPHEN'S CEMETERY**

**(a) Report from the Grounds Person**

The Grounds man reported that an extra cross needed to be removed from a burial plot.

It was **RESOLVED** that Reverend Canon A Butler and the Grounds man would progress its removal.

**(b) Murderers Plot and Plaque**

It was considered this item had been covered under minute 48/11/12 (e).

Plaque being funded by heritage grant sought by Mr John Reid (ongoing).

**(c) Base cut of western wall.**

The Clerk reported that Cornwall Council were to conduct the work as part of their routine works schedule.

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

**(d) Saltash Fire Fighters Memorial**

In the absence of a report the item was referred to the next meeting.

**(e) Update on Commonwealth War Graves signage**

The Grounds man reported that the sign was now in place following Councillor Clements progress.

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

**(f) Correspondence regarding trees on northern boundary**

Councillor Austin referred to a letter received from a neighbour of the cemetery regarding the issue of overhanging branches from a tree.

He referred to the recent tree surgeons report and site visit by members which had identified no action was required at this stage.

It was **RESOLVED** that the resident be notified that any branches overhanging may be removed at their own expense as legally allowed.

**(g) Any other items relating to St Stephens Cemetery**

Councillor Austin referred to an email received from a neighbour regarding overhanging branches from a tree which is not an established cemetery tree and had therefore not been identified in the tree management report.

It was **RESOLVED** that the resident be informed that the issue will be an agenda item for the June meeting when a site visit is programmed and an inspection of the tree may take place.

Reverend Canon A Butler referred to the issue of grave diggers placing soil from reopened graves on adjoining burial plots and the standard of back filling following burials.

It was **RESOLVED** that the CO-OP and PFS be written to regarding the use of burial boards as standard practice and that due care and consideration be given when digging out reopened graves and the standard of backfilling by contracted grave diggers.

**50/11/12**

**HEALTH & SAFETY**

**(a) Tombs**

**(i) Cornwall Council Maintained Memorials**

It was reported that the issue was on-going with Cornwall Council

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

**(b) Update on allotment bank maintenance**

Councillor Austin reported that Allotment Society were progressing the issue.

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

**(c) Update on unstable wall**

The Clerk reported that quotes were awaited.

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

**(d) Any other urgent Health and Safety issues**

None.

**51/11/12      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.)

None.

**52/11/12      PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960:**

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

**53/11/12      URGENT NON-FINANCIAL MATTERS BROUGHT FORWARD AT THE DISCRETION OF THE CHAIRMAN**

Councillor Holley informed members of compliments he had received with regard to the standard of the cemetery maintenance from members of the public Reverend Canon A Butler also stated he had received similar comments too.

Councillor Austin informed members that Cornwall Council were to introduce new increased burial fees in an attempt to rationalise its fees over all its cemeteries and work to towards a cost neutral service.

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

**54/11/12      PRESS RELEASES OR ARTICLES REQUIRED**

None.

**55/11/12      DATE OF NEXT MEETING**

Monday 25<sup>th</sup> June 2012 – 6.30 pm at St Stephens Cemetery

Rising at 8.30 pm

Signed: \_\_\_\_\_  
Chairman

Dated:      April 5<sup>th</sup>, 2012