

## **SALTASH TOWN COUNCIL**

### **Notes of a Meeting of the Burial Board held on Monday 18<sup>th</sup> March 2013 at 7.00 pm at the Guildhall**

**PRESENT:** Councillors: R Austin (Co-Chairman), Reverend Canon A Butler (Co-Chairman), P Clements, W Phillips,

**ALSO PRESENT:** Mr D Bartlett – Grounds person,  
Mr B Jones (St Stephens PCC)  
Mr J Reid (St Stephens PCC)  
Mr R Lane (Town Clerk)  
One member of the public

**APOLOGIES:** Councillors: M Gee, D Holley, D Yates, Mr D Fowell (PFS Funeral Director),

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### **HEALTH AND SAFETY ANNOUNCEMENTS**

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

### **40/12/13      DECLARATIONS OF INTEREST**

- a. Declarations from Members of any registerable (5A of the Interim Code of Conduct) and/or non-registerable (5B) interests in matters to be considered at this meeting.
- b. Declarations from Members of Matters of Public Interest regarding matters to be considered at this meeting
- c. Dispensations required

<b>Councillor</b>	<b>Agenda Item</b>	<b>Pecuniary/Non Pecuniary</b>	<b>Reason</b>
None			

### **41/12/13      QUESTIONS FROM THE PUBLIC**

Mr P Jordan – Chairman of the Churchtown Allotments Association reported that he had met with the Groundsperson and agreed that the surplus strimmer would be suitable for the Allotment Societies use to carry out maintenance works around the huts and site.

As a result of the strimmer transfer he will now re-submit the grant application for a water trough.

He also informed members that at the Allotment Association meeting he had enrolled 25 of the 27 allotment holders into the association.

In conclusion he requested the board consider the introduction of safety fencing and gate should a pond be created on site.

The Chairman thanked Mr Jordan for his report and attending the meeting.

#### **42/12/13      BUDGET STATEMENTS**

##### **a. Current Committee Budget Statement**

Members noted that burial figures were down resulting in reduced burial fees.

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

#### **43/12/13      UPDATE ON AVAILABLE BURIAL SPACE AND FORECAST FOR OPERATIONAL DATE OF THE CHURCHTOWN CEMETARY**

Reverend Canon Butler and the Groundsperson reported that there are 37 plots remaining equating to 3-4 years available space for burials based on current demand.

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

#### **44/12/13      TREE INSPECTION REPORT**

The Chairman reported on the tree inspection report and works recommended including those identified at the site meeting.

It was **RESOLVED** that works as recommended in the report be conducted within budget.

#### **45/12/13      CHURCHTOWN CEMETERY**

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

The Groundsperson reported:

1. He had placed notices up in January with information on the living churchyard scheme and had received no response from the public.
2. The paths in the churchyard had been sprayed with moss killer to address the slipping problem.
3. The two trees recommended for felling on the eastern boundary would shortly be removed by contractors and replanted with the recommended light standard Cecil Oak.

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

(b) Report on current position

No report.

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

(c) Any other items relating to Churchtown Cemetery

The Groundsperson reported that there are continuing problems with parking outside the cemetery and that the appearance of the staining on the gates was in a bad condition.

It was **RESOLVED** that the Clerk pursue the maintenance of the gates with Bond Bros.

Reverend Canon Butler in the Chair.

#### **46/12/13      ST STEPHEN'S CEMETERY**

(a) Report from the Grounds Person

The Groundsperson reported:

1. That the health and safety inspection conducted by the consultant had gone well with no obvious problems.
2. The exhibition trailer had been removed from the cemetery for refurbishment.

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

(b) Murders Plot and Plaque

Councillor Austin reported the dead trees had been felled and that the wall refurbishment works were due to be completed by May.

Members considered an information sign to be placed on the wall.

It was **RESOLVED** that:

1. Councillor Austin arrange for an information sign to be placed on the wall.

2. The agenda item be moved to the Churchtown Cemetery business on the agenda.

(c) Base cut of western wall

The Groundsman reported that he was seeking a quote to conduct the works.

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

(d) Trees

It was **RESOLVED** that the item had been considered under the tree report.

(e) Saltash Fire Fighters Memorial

The Chairman reported he had not received any further information.

It was **RESOLVED** that the Groundperson arrange with the grave diggers to replace the head stone.

(f) Any other items relating to St Stephens Cemetery

The Groundsperson spoke with regard to the use of a soil box for grave digging.

It was **RESOLVED** that the use of a soil box was not necessary.

The Chairman reported that he had received a request for an additional tap in the cemetery.

It was **RESOLVED** that it was not cost effective or necessary to provide an additional tap.

#### **47/12/13     HEALTH & SAFETY**

(a) Tombs

(i) Cornwall Council maintained memorials

Mr Reid reported he had contacted Cornwall Council to pursue the works but had received no response.

It was **RESOLVED** that Mr Reid provide a copy of the request for works to the Clerk for him to also progress with Cornwall Council.

(b) Update on bank maintenance

The Groundsperson reported that the bank was now all squared off, however Mr Reid reported there were continuing problems with other

banks slipping onto paths which he was pursuing with Cornwall Council.

It was **RESOLVED** that Mr Reid and Mr Jones compile a report and photographs of the problem banks and submit them to Cornwall Council for maintenance works.

(c) Any other urgent Health and Safety issues

None.

**48/12/13**      **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.)

**49/12/13**      **PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960:**  
To resolve that the public and press be re-admitted to the meeting.

**50/12/13**      **URGENT NON-FINANCIAL MATTERS BROUGHT FORWARD AT THE DISCRETION OF THE CHAIRMAN**

None

**51/12/13**      **PRESS RELEASES OF ARTICLES REQUIRED**

None

**52/12/13**      **DATE OF NEXT MEETING**

Monday June 17<sup>th</sup> at 6 pm – St Stephens Church.

Rising at 8.20 pm

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

Dated: \_\_\_\_\_ 4<sup>th</sup> April 2013