

SALTASH TOWN COUNCIL

Notes of a Meeting of the Burial Board held on Monday 17th June 2013 at 6.00 pm at St Stephens Cemetery

PRESENT: Councillors: Mrs J Dent

ALSO PRESENT: Mr D Bartlett – Grounds person,
Mr D Fowell (PFS Funeral Director)
Mr B Jones (St Stephens PCC)
Mr P Jordan (Chairman – Churchtown Allotments Association)
Mr R Lane (Town Clerk)

APOLOGIES: Councillors: R Austin (Co-Chairman), D Holley, W Phillips, D Yates, Reverend Canon A Butler (Co-Chairman), Mr J Reid (St Stephens PCC)

Councillor Mrs J Dent in the Chair.

HEALTH AND SAFETY ANNOUNCEMENTS

Councillor Mrs J Dent informed those present of the actions required in the event of a fire or emergency.

01/13/14 ELECTION OF THE CO-CHAIRMAN OF THE COMMITTEE

It was proposed and following a vote unanimously recorded that Councillor R Austin and Reverend Canon A Butler be appointed Co-Chairman.

02/13/14 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. Dispersations required

Councillor	Agenda Item	Pecuniary/Non Pecuniary	Reason
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03/13/14 INSPECTION OF BOTH CEMETERIES

Those present conducted an inspection of St Stephens and Churchtown Cemeteries followed by the allotments.

04/13/14 QUESTIONS FROM THE PUBLIC

None.

05/13/14 BUDGET STATEMENTS

a. Current Committee Budget Statement

It was **RESOLVED** to note.

06/13/14 UPDATE ON AVAILABLE BURIAL SPACE AND FORECAST FOR OPERATIONAL DATE OF THE CHURCHTOWN CEMETARY

Mr Jones reported that there had been 2 burials since the last meeting and reiterated Reverend Canon Butler's previous report 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.

07/13/14 CHURCHTOWN CEMETERY

(a) Report from the Grounds Person

1. Gates have been sanded down as much as I can and stain and preserve have been put on. I have one more coat to apply.

2. The Echo Strimmer has been handed over to the allotment association.

3. Allotment holders are still parking in the cemetery parking area. I have put notices on the cars but I think we need to be firmer in the future.

It was **RECOMMENDED that** the terms and conditions for allotment holders include a condition that no parking is permissible in the cemetery grounds.

At the Town Council meeting of the 4th July 2013 this recommendation was referred back to the Burial Board.

4. Trailer has been returned to Churchtown (0800 on 10.6.13)

5. "Rough" use of the main gates is making them deteriorate more than normal. Careful use.

(b) Report on current position

This item covered in 5 above above.

(c) Update on maintenance of gates

This item covered in 5 above.

(d) Murders Plot and Plaque

As a result of the inspection it was considered the wall had not been re-instated to the overall even height contracted.

It was noted Councillor Austin is progressing the plaque.

It was **RESOLVED** that the contractors be contacted to level the wall to the required height.

(e) Any other items relating to Churchtown Cemetery

None.

08/13/14 ST STEPHEN'S CEMETERY

(a) Report from the Grounds Person

1. People using weed killer on graves. We need a large sign warning people of the danger to myself and the public from weed killer "Not Allowed".

It was **RESOLVED** that signs be put up informing members of the public that the use of weed killers in the cemetery is not allowed on health and safety grounds as it constitutes a danger to other members of the public, staff and wildlife.

2. Someone is stealing the black bags from the bins.

Noted.

3. The two areas left to grow with paths through have attracted some good comments but I am not sure of the overall look.

It was **RESOLVED** that the nature areas in the graved areas be cut back and maintained to the same standard as other graved areas of the cemetery.

(b) Base cut of western wall

The Clerk reported that Cornwall Council have the work programmed but no actual date to conduct the work.

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

It was **RESOLVED** to note.

(c) Trees

The Clerk reported that a tree management plan and annual inspection was in place which had identified no urgent works only routine maintenance and that a quote for the work would be submitted when received.

It was **RESOLVED** to note.

(d) Saltash Fire Fighters Memorial

It was noted that the replacement of the memorial stone was the responsibility of the grave digging company who had removed it.

It was **RESOLVED** that the Groundsman and Town Clerk progress its reinstatement with the grave digging company.

(e) Any other items relating to St Stephens Cemetery

None.

09/13/14 HEALTH & SAFETY

(a) Tombs

(i) Cornwall Council maintained memorials

Mr Jones reported that following his and Mr Reids report to Cornwall Council repair works had been conducted to the wall, memorials and banks however some outstanding work was still awaited to the large burial vault.

It was **RESOLVED** to note.

(b) Update on bank maintenance

Covered above.

(c) Any other urgent Health and Safety issues

None.

10/13/14 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.)

11/13/14 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960:

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

12/13/14 URGENT NON-FINANCIAL MATTERS BROUGHT FORWARD AT THE DISCRETION OF THE CHAIRMAN

13/13/14 PRESS RELEASES OF ARTICLES REQUIRED

14/13/14 DATE OF NEXT MEETING

To be confirmed

Rising at 7.10 pm

Signed _____
Chairman

Dated 4th July 2013