

## **SALTASH TOWN COUNCIL**

### **Notes of a Meeting of the Burial Board held on Monday 16<sup>th</sup> December 2013 at 7.00 pm at the Guildhall**

**PRESENT:** Councillors: R Austin (Co-Chairman), Mrs J Dent, D Holley, W Phillips,

**ALSO PRESENT:** Mr D Bartlett – Grounds person,  
Mr B Jones (St Stephens PCC)  
Mr J Reid (St Stephens PCC)  
Mr P Jordan (Chairman Churchtown Farm Allotments Society)  
Mr M Nottage (Member Churchtown Farm Allotments Society)  
Mr R Lane (Town Clerk)

**APOLOGIES:** Councillor D Yates, Reverend Canon A Butler (Co-Chairman),  
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.

### **27/13/14      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. Dispensations required

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

### **28/13/14      QUESTIONS FROM THE PUBLIC**

Mr Jordan informed the board that he was standing down as Chairman of the society and that Mr Nottage would be assuming Chairmanship as of March 2014.

He reported that the society were ready to install a water trough in an agreed location prior to March.

He then enquired about parking facilities for the allotmenters on the new extension.

The Co-Chairman informed him that parking facilities had been set aside in the main car park until the cemetery is open and in use at which time the parking arrangement for allotmenters will be reviewed.

Mr Jordan then enquired which side of the allotments would have to be handed back for burial use when the existing burial land is full.

The Co-Chairman informed him that the area to the south currently being developed as an allotment extension site would be utilised first when needed however this was not likely to be required for a number of years at the current rate of burial demand.

It was **RESOLVED** that the allotment contracts for the extension site plot holders be amended to note that:

1. Car parking in the main car park will be reviewed upon the opening of the cemetery.
2. Contracts will be issued only for the period until the land is required to be re-claimed for burial use.

**29/13/14      BUDGET STATEMENTS**

a. Current Committee Budget Statement

It was **RESOLVED** to note.

b. Set a budget for 2014/15

It was **RESOLVED** that the budget as attached be submitted to the Policy and Resources precept meeting.

**30/13/14      SET FEES AND CHARGES FOR 2014/15**

It was **RESOLVED** that the fees and charges as attached be submitted to the Policy and Resources precept meeting.

**31/13/14      UPDATE ON AVAILABLE BURIAL SPACE AND FORECAST FOR OPERATIONAL DATE OF THE CHURCHTOWN CEMETERY**

Members considered the current take up rate of burials and it was agreed that there it will be approximately 24 months until it is required for use.

It was **RESOLVED** to note.

**32/13/14      CHURCHTOWN CEMETERY**

- (a) Report from the Grounds Person

Churchtown Cemetery

Nothing to report – no problems or concerns.

David Bartlett  
Groundsman.

It was **RESOLVED** to note.

- (b) Forecast on opening

Previously reported and noted.

- (c) Murders Plot and Plaque

The Co-Chairman reported work to the wall had been completed and that oaks had been planted with further tree work and the plaque procurement on-going.

It was **RESOLVED** to note.

- (d) Any other items relating to Churchtown Cemetery

None.

**33/13/14      ST STEPHEN'S CEMETERY**

- (a) Report from the Grounds Person

St. Stephen's Cemetery

All of the long grass for the wildlife and meadow flower trial has been cut back to normal length. The eastern wall has been cleared of all brambles and long grass. The trees have also been trimmed. I have had some good comments from some of the residents of Killigrew Avenue on this clearance. The long grass on the northern boundary has also been cut back to normal.

The badgers are still causing some damage to grass on old and new graves but most of the public know the cause and are okay with the badgers. The stonemason has been back to raise the height of the Murderer's Plot wall.

I have no real problems to report and everything is going to plan.

There are 34 new burial sites left at St. Stephen's.

It was **RESOLVED** the issue of sinking graves be referred to the next meeting.

(b) Base cut of western wall

The Groundsperson reported that the work had not yet been completed.

It was **RESOLVED** that the contractors be contacted to conduct the work as soon as possible.

(c) Trees – consider establishing a tree replanting programme

It was **RESOLVED** that Councillor Holley will progress a tree replanting programme for consideration by the board.

(d) Consider the wall adjoining private property on eastern side of cemetery

It was **RESOLVED** that:

1. In the absence of Canon Reverend Butler the item be referred to the next meeting.
2. To note that the wall adjoining the Farm Lane bungalow and the closed cemetery is the responsibility of Cornwall Council.

(e) Review the seat donation policy

It was **RESOLVED** that requests for benches will be considered on a replacement requirement of existing benches and when not needed enquiries will be referred to Longstone Park.

(f) Any other items relating to St Stephens Cemetery

None.

**34/13/14      HEALTH & SAFETY**

(a) Tombs

(i) Cornwall Council maintained memorials

Mr Reid reported that the safety fencing was still in place and work had not been completed.

It was considered that for the number of years the safety fencing had been in place the hire cost could have been used

to finance and complete the repairs.

It was **RESOLVED** to contact Cornwall Council to make them aware of this point and require the works be completed as soon as feasibly possible.

(b) Any other urgent Health and Safety issues

None.

**35/13/14      CONSIDER COVER FOR THE GROUNDSPERSON**

It was **RESOLVED** that Staffing Committee consider the appointment of contractors for 2-3 days a week for the period of absence.

**36/13/14      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.)

**37/13/14      PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960:**

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

**38/13/14      URGENT NON-FINANCIAL MATTERS BROUGHT FORWARD AT THE DISCRETION OF THE CHAIRMAN**

Councillor Holley requested the members consider issues relating to the land development adjacent to Churchtown Cemetery.

It was **RESOLVED** that the item be referred to the next meeting.

**39/13/14      PRESS RELEASES OF ARTICLES REQUIRED**

None

**40/13/14      DATE OF NEXT MEETING**

Monday 17<sup>th</sup> March 2014

Rising at 8.55 pm.

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

Dated    9<sup>th</sup> January 2013