

SALTASH TOWN COUNCIL

Notes of a Meeting of the Burial Board held on Monday 17th March 2014 at 7.00 pm at the Guildhall

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

ALSO PRESENT: Mr P Jordan – Outgoing Chairman – Churchtown Allotments Association)
Mr D Fowell (PFS Funeral Director)
Mr B Jones (St Stephens PCC)
Mr J Reid (St Stephens PCC)
Mr R Lane (Town Clerk)

APOLOGIES: Councillors: W Phillips, , D Yates, Reverend Canon A Butler (Co-Chairman), Mr D Bartlett – Grounds person, Mr M Nottage – Incoming Chairman – Churchtown Allotments Association)

HEALTH AND SAFETY ANNOUNCEMENTS

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

41/13/14 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

Councillor	Agenda Item	Pecuniary/Non Pecuniary	Reason
None			

42/13/14 QUESTIONS FROM THE PUBLIC

None.

43/13/14 BUDGET STATEMENTS

- a. Current Committee Budget Statement

It was **RESOLVED** to note the budget statement and that water bills for Churchtown allotments are charged to the Services Committee Allotments budget code.

44/13/14 **UPDATE ON AVAILABLE BURIAL SPACE AND FORECAST FOR OPERATIONAL DATE OF THE CHURCHTOWN CEMETERY**

The Chairman reported that there are 23 burial plots remaining giving an estimated period of 18 – 24 months for burials at St Stephens.

However due to demand there are now only 30 cremated remains plots left which given current demand may result in the cremated remains plots at Churchtown being required earlier.

It was **RESOLVED** that the situation continue to be monitored to allow sufficient time to allow staff training and the introduction of burial management software.

45/13/14 **CHURCHTOWN CEMETERY**

- (a) Report from the Grounds Person

Churchtown

Main gate – I have repaired the holes for the drop bolts several times but frequent use and careless dropping of the bolts is making repairs difficult.

A second spray of allotment completed.

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

- (b) Forecast on opening

It was **NOTED** the item had previously been covered.

- (c) Murders Plot and Plaque

The Chairman reported that he is progressing the plaque with the manufacturer.

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

- (d) Any other items relating to Churchtown Cemetery

The Chairman reported the gate required adjustment work.

The Chairman and Mr P Jordan informed members of proposed water supply and trough works that are required to be conducted for the allotment extension and that the allotment association would contribute towards the cost.

Mr P Jordan informed members the toilet key had gone missing during damage to a building in the recent storms and he was conducting a search to recover it.

It was **RESOLVED** to note the reports and refer the proposed water supply and trough works to the Services Committee for approval and financing.

It was **NOTED** that the Chairman of the Churchtown Allotments Association will refer all future reports to the Services Committee.

46/13/14 **ST STEPHEN'S CEMETERY**

(a) Report from the Grounds Person

St Stephens

Western wall base cut has been completed but the soil still needs removing.

The post & gate at the top of Farm Lane – new post, reinstalled gate.

Petrol hedge trimmer & blower for the paths would be very helpful (I have included price).

The paths are very mossy again with all the rain. I have asked for them to be sprayed. (Hine Bros to quote.

Stihl (Cornwall Farmers)

Stihl Anti Vib Petrol hedge trimmer HS56GE £379.00 inc VAT (order no 42420112940)

Stihl Anti Vib Blower BG86C-E £259.00 inc VAT (order no 42410111705)

Stihl Curved flat nozzle £7.50 inc VAT (order non 42417086302)

Members considered the report and a request to purchase a hedge trimmer and leaf blower.

It was **RESOLVED** to:

1. Note the report.
2. Approve and defer the purchase of a hedge trimmer and leaf blower until the return of the Grounds Person from leave of absence.

(b) Base cut of western wall

The Chairman reported the cut had now taken place and was awaiting the contractors weed spraying and removing the waste.

It was **RESOLVED** that the Town Clerk progress the works with the contractor.

(c) Trees – consider establishing a tree replanting programme

Councillor Holley informed members in detail of his proposed tree replanting programme.

It was **RESOLVED** that:

1. the programme be approved and that a budget of up to £400 be allocated from the Tree Survey and Maintenance budget..
 2. Councillor Holley report back to a future meeting on proposals for tree planting at Churchtown Cemetery.
- (d) Consider the wall adjoining private property on eastern side of cemetery.

Members considered the wall's ownership.

It was **RESOLVED** that the Town Clerk check with the Land Registry.

- (e) Review the seat donation policy

Members considered a request for a seat.

It was **RESOLVED** that the Chairman will progress the matter.

- (f) Any other items relating to St Stephens Cemetery

1. The Chairman reported that repairs are required to the Lynch Gate.

It was **RESOLVED** to note.

2. Councillor Mrs J Dent requested that a donation of Sunflowers be planted in the cemetery as part of the Britain in Bloom 50th Anniversary and that the wild flowers be sown in the nature strip as previously agreed.

It was **RESOLVED** that the planting request be agreed to and that the Grounds Person sow the wild seeds at the earliest opportunity.

3. Mr Reid reported that ownership of the wall adjacent the bungalow on Farm Lane was being investigated by Cornwall Council with the owner of the bungalow.

47/13/14 **HEALTH & SAFETY**

- (a) Tombs

(i) Cornwall Council maintained memorials

Mr Reid reported that Cornwall Council were awaiting budget funding to progress the works.

It was **RESOLVED** that Mr Reid will progress the matter.

(b) Any other urgent Health and Safety issues

None.

48/13/14 **UPDATE ON COVER FOR THE GROUNDSPERSON**

The Chairman reported that contractors have been engaged to cover the leave of absence for the Grounds Person.

Members considered the use of council machinery for the contractors to conduct the works.

It was **RESOLVED** that the contractors may have use of council machinery subject to them providing full insurance cover and having responsibility for any damage and associated costs.

49/13/14 **ISSUES RELATING TO THE PROPOSED LAND DEVELOPMENT ADJACENT TO CHURCHTOWN CEMETERY (DEFERRED FROM LAST MEETING)**

The Chairman updated members on the situation to date.

It was **RESOLVED** to note.

50/13/14 **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.)

51/13/14 **PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960:**

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

52/13/14 **URGENT NON-FINANCIAL MATTERS BROUGHT FORWARD AT THE DISCRETION OF THE CHAIRMAN**

None.

53/13/14 **PRESS RELEASES OF ARTICLES REQUIRED**

None.

54/13/14 **DATE OF NEXT MEETING**

Monday 16th June 2014 at St Stephen's Church at 6.00pm. (Annual inspection of the cemetery)

Rising at 8.45 pm.

Signed _____
Chairman

Dated 3rd April 2014