

## SALTASH TOWN COUNCIL

### Minutes of a Meeting of the Burial Board held in the Guildhall on Monday 15<sup>th</sup> September 2014 at 7.00pm

**PRESENT:** Councillors: R Austin (Co-Chairman), Reverend Canon A Butler (Co-Chairman), Mrs J Dent, D Holley, W Phillips, L Russell

**ALSO PRESENT:**

Mr D Fowell (PFS Funeral Director)  
Mr B Jones (St Stephens PCC)  
Mr J Reid (St Stephens PCC)  
Mr R Lane (Town Clerk)

**APOLOGIES:** Mr D Bartlett – Grounds person,

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Councillor Austin in the chair.

### **HEALTH AND SAFETY ANNOUNCEMENTS**

The Chairman informed those present of the actions required in the event of a fire or emergency.

**17/14/15** **RECORDING OF MEETINGS – PLEASE NOTIFY THE CHAIRMAN IF YOU ARE INTENDING TO RECORD THIS MEETING**

**18/14/15** **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			

**19/14/15**      **QUESTIONS FROM THE PUBLIC**

None

**20/14/15**      **BUDGET STATEMENTS**

a. current Committee budget statement

It was **RESOLVED** to note.

- i. Set the budget for 2015/16
- ii. Set the fees and charges for 2015/16

The Chairman informed members that Mr D Fowell was currently researching the fees and charges of neighbouring burial authorities for comparison.

It was **RESOLVED** to defer the budget and fees and charges until the next meeting.

**21/14/15**      **UPDATE ON AVAILABLE BURIAL SPACE AND FORECAST FOR OPERATIONAL DATE OF THE CHURCHTOWN CEMETERY**

Reverend Canon A Butler informed members that there are 14 graves spaces remaining in St Stephens and it is considered Churchtown will be required for its first burial in 12 months at the current rate of demand.

He also stated that there are sufficient cremation plots remaining in St Stephens for the foreseeable future.

It was **RESOLVED** to note.

**22/14/15**      **CHURCHTOWN CEMETERY**

(a) Report from the Grounds Person

The Chairman reported that the Grounds Person had now returned to work after sick leave and had not yet had the opportunity to complete a report.

It was **RESOLVED** to note.

(b) Any other items relating to Churchtown Cemetery

Councillor Phillips reported problems relating to the weight of the main gate and stated that he will seek a solution.

It was **RESOLVED** to note.

Councillor Holley requested members consider potential nuisance issues for the cemetery grounds in relation to the potential development of the neighbouring land.

It was **RESOLVED** to consider the issue as may be necessary.

Reverend Canon A Butler in the chair.

**23/14/15**      **ST STEPHEN'S CEMETERY**

(a) Report from the Grounds Person

No report.

(b) Quotation for repairs to Farm Lane wall

The Town Clerk reported that the surveyor considered that a budget of £2000 will be required to conduct the repairs.

It was **RECOMMENDED** that the Town Clerk be given authority to start the work and the item to be deferred until the new financial year.

(c) Wall adjoining private property

The Chairman reported that he was awaiting a response from the Diocese of Exeter to determine the ownership of the wall.

It was **RESOLVED** to note.

(d) Fire brigades plots (Councillor Russell)

Councillor Russell reported that the fire brigade are preparing to provide kerb edging, gravel topping and a plaque to tidy the plots.

The Chairman agreed that this was acceptable subject to a public notice being made to notify and enable any relatives the opportunity to be consulted on the works.

It was **RESOLVED** that a site meeting between church representatives and the fire brigade take place on Friday 3<sup>rd</sup> October 2014 at 5.30 pm to agree the materials to be used.

(e) Any other items relating to St Stephens Cemetery

The Chairman reported that he had received a request to place a bench in the cemetery.

It was **RESOLVED** that the Chairman will progress the arrangements for the bench and the Grounds Person will clear the installation site. Mr Reid reported that the cherry tree has numerous dead branches.

It was **RESOLVED** that the Grounds Person inspect the tree and conduct works as necessary.

**24/14/15**      **HEALTH & SAFETY**

(a) Tombs

(i) Cornwall Council maintained memorials

Councillor Austin reported that he had contacted the Property Officer (Jon James) at Cornwall Council and was awaiting a site visit to progress work to the tombs.

Councillor Phillips suggested that Cornwall College Building School be contacted to enquire if they could conduct the repairs as a training project.

It was **RESOLVED** Councillor Phillips and Mr Reid progress the proposal with Cornwall College.

(b) Any other urgent Health and Safety issues

None

**25/14/15**      **PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960:**

Pursuant to Section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960, it was **RESOLVED** that the public and press leave the meeting because of the confidential nature of the business to be transacted.

**26/14/15**      **PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960:**

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

**27/14/15**      **URGENT NON-FINANCIAL MATTERS BROUGHT FORWARD AT THE DISCRETION OF THE CHAIRMAN**

None

**28/14/15**      **PRESS RELEASES OF ARTICLES REQUIRED**

None

**29/14/15**      **DATE OF NEXT MEETING**

Thursday 20<sup>th</sup> November 2014

Rising at 8.15 pm

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

Dated \_\_\_\_\_