

## SALTASH TOWN COUNCIL

### Minutes of the Meeting of the Burial Board held at The Guildhall on Tuesday 12<sup>th</sup> February 2019 at 6:00 p.m.

**PRESENT:** Councillors: G Challen (Deputy Mayor, ex-officio voting), J Dent, W Phillips, A Pinckney – Co Chairman, B Samuels

Reverend C Sigrist – St Stephens PCC - Co Chairman,  
S McKee – St Stephens PCC, M Wills – St Stephens PCC

**ALSO PRESENT:** 2 Members of the Public, D Fowell – Pengelly Funeral Services, R Lane – Town Clerk, M Orchard – Cemetery Warden, J Burge – Administration Officer.

**APOLOGIES:** Councillor: Brady

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Cllr Pinckney in the Chair.

#### **BB/36/18/19 HEALTH AND SAFETY ANNOUNCEMENTS**

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

#### **BB/37/18/19 RECORDING OF MEETINGS – PLEASE NOTIFY THE CHAIRMAN IF YOU ARE INTENDING TO RECORD THIS MEETING**

The Administration Officer notified the Chairman that she would be recording the meeting.

#### **BB/38/18/19 DECLARATIONS OF INTEREST**

- a. Declarations from Members of any registerable (5A of the 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. To consider dispensations required:

<b>Councillor</b>	<b>Agenda Item</b>	<b>Pecuniary/Non-Pecuniary</b>	<b>Reason</b>
Challen	11	Non-Pecuniary	A member of the WWI Committee
Pinckney	11	Non-Pecuniary	A member of the WWI Committee

**BB/39/18/19 QUESTIONS FROM THE PUBLIC**

None.

**BB/40/18/19 FINANCE**

- a. To receive the current Committee budget statement.

The Town Clerk advised the Committee that the statement was shown on the new accounting package.

It was **RESOLVED** to note.

**BB/41/18/19 HEALTH & SAFETY**

None

**BB/42/18/19 REPORT FROM THE CEMETERY WARDEN**

The Cemetery Warden provided a written report which was also given verbally.

It was **RESOLVED** to note.

It was reported that a tree, located in the churchyard near the gate, at St Stephens appeared to be collapsed.

It was **RESOLVED** that the Cemetery Warden would investigate the condition of the tree and complete any necessary works.

**BB/43/18/19 TO RECEIVE AN UPDATE ON THE WORKS OF THE CEMETERY WALL**

The Building Contractor provided a report advising that the wall works were anticipated to be completed by 22 February. The delay had been due to the current bad weather.

It was **RESOLVED** to note.

Councillor Phillips attended a meeting with John Mitchell, Cornwall Council, and an agreement was made that the following areas would be surveyed:

- a. The section of the cemetery wall that has become unstable and collapsed.

**(Pursuant to minute No. BB/28/18/19)**

In addition the following to be highlighted to Cornwall Council:

- b. The movement and subsistence of the tombs and headstones.
- c. The growth of the Japanese Knotweed.

It was **RESOLVED** that Councillor Phillips would liaise with Cornwall Council and report back to the Committee.

**BB/44/18/19 TO NOTE THE GRADE II LISTED OF THE WAR MEMORIAL – COUNCILLOR DENT**

Councillor Dent advised the Committee that the War Memorial, at St Stephens, has been listed as a Grade II monument via Historical England. The significance being the memorial related to WWI.

It was **RESOLVED** to note.

Reverend Sigrist in the Chair

**BB/45/18/19 TO CONSIDER A COMMEMORATIVE TREE, CORNISH DAFFODIALS, CORNISH BLUEBELLS AND SNOW DROPS TO BE PLANTED AT ST STEPHENS CHURCHYARD TO MARK THE 100<sup>TH</sup> ANNIVERSARY OF THE END OF THE GREAT WAR, AND THE SIGNING OF THE PEACE TREATY AT THE PALACE OF VERSAILLES JUNE 28<sup>TH</sup> 1919**

The Tree Warden, spoke to the Committee about a site visit at St Stephens's churchyard today regarding commemorative tree planting.

This was **DEFERRED** to the next meeting for two reports, to be written by the Tree Warden, with the following considerations; that the trees were not planted near pathways and/or structures and faculty fees:

- a. A report for the Committee. Including the following; funding, type of trees, planting programme and manpower; maintenance and location.
- b. A report for the Diocese. Including the type and number of trees and where they would be planted.

The daffodils, bluebells and snowdrops were to be planted by a team of volunteers at St Stephens. This was to be funded via WW1 Federation.

It was **RESOLVED** that the planters liaise with the Cemetery Warden to discuss the areas to be used for the project.

**BB/46/18/19 TO CONSIDER A MEMORIAL BENCH – COUNCILLOR PINCKNEY**

Councillor Pinckney advised the Committee that a member of the public has requested permission for a bench seat, to be set in St Stephen's cemetery.

It was **RESOLVED** to approve subject to the sanction of the Registrar. Councillor Pinckney would update the requestor.

Councillor Pinckney in the Chair

**BB/47/18/19 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

None.

**BB/48/18/19 TO CONSIDER ANY ITEMS REFERRED FROM THE MAIN PART OF THE AGENDA**

None.

**BB/48/18/19 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**

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

**BB/49/18/19 URGENT NON-FINANCIAL MATTERS BROUGHT FORWARD AT THE DISCRETION OF THE CHAIRMAN**

None.

**BB/50/18/19 PRESS AND SOCIAL MEDIA RELEASES**

It was **RESOLVED** to issue the following press releases:

- a. The planting of spring bulbs, which were being donated by the WWI fund.
- b. The cemetery wall works were near completion.

**BB/51/18/19 DATE OF NEXT MEETING**

To be confirmed.

Rising at: 6 35:p.m.

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

Dated \_\_\_\_\_