

## SALTASH TOWN COUNCIL

### Notes of a Meeting of the Burial Board held on Monday 1<sup>st</sup> March 2010 at 7.00pm at The Guildhall

**PRESENT:** Reverend A Butler (Chairman), Councillors R Austin, A Killeya

**ALSO PRESENT:** Councillors D Holley, P Clements  
Mr D Fowell (Funeral Director)  
Mr B Jones (St Stephens PCC)  
Mr J Reid (St Stephens PCC)  
Mrs M Small (Town Clerk)

**APOLOGIES:** Councillor Mrs S Hooper MBE

---

**The meeting was not quorate.**

#### **34/09/10      DECLARATIONS OF INTEREST**

Councillor A Killeya declared a personal interest in Minute No. 36/09/10 as he has been allocated an allotment on the cemetery extension land.

#### **35/09/10      TOMB**

Mr Holley reported that there is no change. There is a meeting shortly with the Cemetery Manager and Saltash is at the top of the list. It was also noted that the Harrison family tomb has been fenced around by Cornwall Council, but Mr Holley does not feel that it is secure. It was **RECOMMENDED** that Cornwall Council is advised of the Council's concerns.

#### **36/09/10      CEMETERY EXTENSION**

- (a) The Clerk reported that the land has now been purchased. Councillor Austin stated that he is waiting for detailed drawings from Cornwall Council and then quotations will be obtained. It may be necessary at that stage for the Town Council to take out a loan.
- (b) The notes from meetings regarding regulations of the new cemetery were circulated and discussed as follows and **RECOMMENDED** that:
  - (i) the cemetery extension is called Churchtown Cemetery and the current one remains at St Stephen's Cemetery.
  - (ii) Reservations of plots will not be permitted.
  - (iii) In the burial of ashes area – a slab will be laid with the stone on top of that, so they are not damaged by strimming.
  - (iv) Kerbs will not be allowed nor planting on graves.

- (v) Cardboard coffins or shroud burials will only be permitted as a second coffin in the grave or, if it is to be the first coffin, there will not be provision for a double burial. The policy will be reviewed in five years.
- (vi) The cemetery will not be consecrated as a whole, but each grave will be blessed at the time of interment.
- (vii) There will be no denominational or faith areas of segregation.
- (viii) Reverend Butler make enquiries regarding when it is possible to close a cemetery.

**37/09/10**

**WORKS BEING UNDERTAKEN**

- (a) The Clerk reported that the handrail has been ordered and will be installed shortly.
- (b) It was noted that the notice board has been erected and it was **RECOMMENDED** that a set of the current regulations should be added to the notice board.
- (c) The tree lifting the tarmac path has been examined by Hine Brothers, who have indicated that this can be done by cutting the roots of the tree and an order has been given for this work.
- (d) A dead tree near the front of the cemetery has been removed.
- (e) Mr Reid reported that the Grounds Person has asked if he can have some seed to re-grass areas. The Clerk reported that he has already received money for this.
- (f) Councillor Austin stated that Mr McDonald had asked if the trees at the top of the cemetery could be lopped as they are blocking light from his garden. It was **RECOMMENDED** that an inspection is made in May or June at the annual inspection of the cemetery. In the meantime, the Tree Warden (Mrs Flok de Rijke-Winter) to be asked to look at the trees.
- (g) Councillor Holley stated that where the sycamore trees had been cut near the lynch gate, it now looked awful. It was **RECOMMENDED** to look at this area in particular at the annual inspection.
- (h) Councillor Holley reported that there are two gravestones that are leaning very badly. It was **RECOMMENDED** that:-
  - (i) an urgent phone call is made to Cornwall Council asking them to inspect these particular stones and any cost to rectify is taken from the Health and Safety budget.

- (ii) delegated authority is given to Reverend A Butler, Councillor Austin and the Clerk to approve the cost of any work.
- (iii) particular attention is paid to Health and Safety issues at the annual inspection of the cemetery.
- (i) New boards are required to receive the soil when dug out and it is **RECOMMENDED** that these are purchased.
- (j) An e-mail is sent to all Councillors, asking them if there is anything specific which, in their opinion, needs to be looked at during the annual inspection at the cemetery. They should notify the Clerk in advance.

**38/09/10**      **TRACTOR**

The Clerk reported that the tractor has been sent for repair and at the moment the cost is £300 but J & M Garden Machinery feel that it needs a new engine, which would make the cost £700 in total and give the tractor a further 5 years running. It also needs a new drive belt at a cost of approximately £35. To replace the current tractor will be £3,575 plus VAT. It is **RECOMMENDED** that money is vired from replacement equipment to have the repairs undertaken, subject to there being at least a twelve month warranty.

**39/09/10**      **GRAVES**

The Grounds Person has reported that again there has been a new grave that has sunk considerably in just a few days. It is **RECOMMENDED** that a letter is sent to the Undertakers asking grave diggers to take more care when backfilling.

**39/09/10**      **PRESS RELEASES**

It was noted that no specific press releases were required.

**40/09/10**      **DATE OF NEXT MEETING**

Tuesday 30<sup>th</sup> March 2010 at 7 pm Regulations Sub-Committee.

Monday 7<sup>th</sup> June 2010 at 7 pm for Burial Board Committee (provisional).

Reverend A Butler stated that this will be the last meeting with Marilyn Small present and he thanked her for the work she had done for the Burial Board and wished her well for the future.

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

Dated: \_\_\_\_\_ 18<sup>th</sup> March 2010