

SALTASH TOWN COUNCIL

Notes of a Meeting of the Burial Board held on Monday 7th June 2010 at 4.00pm at St Stephen's Cemetery

PRESENT: Reverend A Butler (Chairman), Councillors R Austin, D Holley

ALSO PRESENT: Mr B Jones (St Stephens PCC)
Mr J Reid (St Stephens PCC)
Councillor Mrs S Hooper MBE (Town Clerk)
Mrs A-J Thomas (Administration Officer)
Mr D Bartlett (Groundsperson)

APOLOGIES: Councillors A Killeya, C Oakes
Mr D Fowell (Funeral Director)

01/10/11 **DECLARATIONS OF INTEREST**

There were no declarations of interest.

02/10/11 **TOMBS**

Mr Reid reported that the situation with the tombs has not progressed and action is still awaited from Cornwall Council. In the meantime the rate of deterioration of the Tucker tomb is increasing which will add to the cost of repair.

It was **AGREED** that St Stephen's Parish Council and Saltash Town Council would both write to Cornwall Council asking that they give this matter urgent attention, in particular with respect to the Health and Safety concerns relating to the deteriorating condition of the tombs, and also invite officers to meet with the Burial Board to discuss this matter.

It was further **AGREED** to ask the Policy and Resources Committee to consider the availability of funding from Saltash Town Council in respect of the Health and Safety concerns.

03/10/11 **CEMETERY EXTENSION**

- (a) Councillor Austin reported that the sub-committee has met to look at the detailed plans for the cemetery extensions and Saltash Town Council had also now seen them. Tenders have been invited from five companies and will be considered by the Town Council at the August meeting.

The loan arrangements are now in place and the Town Council is also trying to obtain funding from Cornwall Council but no decision has been made to date.

It was **AGREED** to invite officers from Cornwall Council to meet with the Burial Board to discuss funding.

- (b) Mr Reid reported that he has now drafted the new regulations and will pass them into the office for typing. The sub-committee will then meet to review them.

04/10/11

WORKS BEING UNDERTAKEN

Reverend Butler commented that the cemetery was looking in good order.

- (a) It was noted that the handrail has now been installed and has made it easier for people needing assistance climbing the steps.

Reverend Butler reported that both the gate and steps needed some attention and it was **AGREED** that Mr Reid will ask Mr Frank Hopper to look at this.

- (b) It was noted that the tree roots lifting the tarmac have been dealt with.
- (c) The tractor is now working well.
- (d) It was noted that the regulations were displayed on the new notice board. Reverend Butler asked if the font on notices put up by the Town Council could be made larger to make them easier to read from a distance.
- (e) Mr Reid reported that Mr Bartlett had recently removed a bough from the cherry tree. Mr Reid would like to give the bough to the wood turner and it was **AGREED** that he may do so.

Mr Bartlett reported that it had taken him some considerable time to remove the branch from the tree as he had had to use a hand saw. He asked if it would be possible for him to have a chain saw. He does appreciate the safety concerns but he does have all the certificates regarding safe use of a chainsaw. It was **AGREED** that the Clerk will take this request to the next Policy and Resources meeting.

- (f) Mr Bartlett reported that he has noticed that trees and ivy from Ashborough House are causing damage to the boundary wall. It was **AGREED** to write to the owners asking for this to be dealt with and the wall repaired.
- (g) It was noted that the boards requested by the gravediggers will be ordered shortly.
- (h) Councillor Austin asked about the replacements for the beech trees and Mr Bartlett confirmed that they had been planted.
- (i) Councillor Austin asked if the letter had been sent to residents of Killigrew Avenue regarding the tipping of rubbish and tree lopping. The Clerk will check and send if necessary.

05/10/11

HEALTH & SAFETY

- (a) Mr Bartlett asked if he could have safety signs warning visitors to the cemetery when he is strimming or grass cutting. The Clerk confirmed that he had discussed this with her and the Mayor when they visited the cemetery.

It was **RECOMMENDED** that the Town Council purchase the necessary signs.

- (b) A number of plots on the burial of ashes site have had green plastic borders and chippings put around. The policy is that there are no edgings permitted around plots and there is a health and safety issue with chippings when the grass is being cut.

It was **AGREED** that the Clerk will write to the families concerned.

- (c) There are still Health and Safety concerns regarding leaning gravestones. Mr Bartlett has laid some flat that were causing concern. Councillor Holley proposed that a notice is put up and it is also added to the new regulations that, whilst the safety of gravestones is the responsibility of the descendents of the deceased, if the Town Council finds a stone is unsafe it will undertake repairs and then seek to recover the cost.

It was **AGREED** to put this to the Policy and Resources Committee regarding the position of the Town Council and if necessary seek legal advice on this matter and the form of wording that could be used for a notice. In the meantime Mr Bartlett lays stones flat if they are causing concern and informs the Clerk. He will also compile a report

It was further **AGREED** to ask the Policy and Resources Committee whether there are any available funds that may be spent on this problem.

- (d) There were no other issues raised regarding Health and Safety.

06/10/11

TREES

It was **AGREED** that:

- (a) The Tree Officer is asked to look at the oak tree overhanging the burial of ashes site.
- (b) Councillor Austin asks the Cornwall Wildlife Tree Surgeon to look at the tree at the front of the cemetery that is overhanging the road.

It was noted that the hedge needs trimming.

