

LYDNEY TOWN COUNCIL

BURIAL COMMITTEE MEETING – 2018/09/24 – 01

MINUTES OF THE BURIAL COMMITTEE MEETING held in the Council Chamber, Claremont House, Lydney on Monday 24 September 2018 at 6.37 pm.

PRESENT: Cllrs H Ives (Chairman), B Berryman, R Christodoulides, B Pearman and A Preest

Mrs J Smailes – Chief Executive Officer

Miss C Wheeler – Executive Officer

Cllr Ives informed all present that no practice fire evacuation had been scheduled for the duration of the meeting. All attendees were then informed of the locations of the nearest fire exits.

1. **ELECTION OF DEPUTY COMMITTEE CHAIRMAN**

It was **proposed by Cllr Ives** that this matter would be deferred until the next meeting. Unanimous.

2. **APOLOGIES**

Apologies for absence were received and accepted from Cllrs Greening, Harris and White.

3. **DECLARATIONS OF INTEREST**

None.

4. **MINUTES OF PREVIOUS MEETING**

Approval of the minutes of the Burial Committee meeting held on 26 March 2018 were confirmed as a true record. **Proposed by Cllr Pearman, seconded by Cllr Berryman.** Unanimous.

5. **OPEN FORUM**

None.

6. **CCTV**

Members were advised that the Council had received a request from a member of the public for CCTV to be installed at the Cemetery, in a bid to address theft of items from grave plots.

During discussion it was noted that the Council was already investigating the possibility of purchasing a mobile CCTV system which could be utilised in various areas of the Town. It was noted that the CEO was in discussion with the equipment manufacturers regarding a “free trial” of the system, once the design work had been finalised.

7. **ADDITIONAL BURIAL/CEMETERY PROVISION**

Prior to the meeting Members were provided with a copy of the letter which had been sent from Mr T Gilson, Athelstan Trust, to Mr M Harper MP. It was noted that no further communication had been received. Cllr Ives requested that the CEO forward a copy of the letter to Cllr Preest who would seek to ensure that a response was forthcoming from Mr Harper.

Action by – the CEO



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8. **PEAR DIGITAL BURIAL ADMINISTRATION SYSTEM**

Members were informed that Pear Technology had visited the Council Office to photograph the Cemetery plans to prepare for the first stage of the plotting process. The CEO advised that the Council would now wait to be contacted by Pear Technology prior to moving onto the next stage of the process.

9. **REPAIR TO ST MARY'S CHURCHYARD BOUNDARY WALL**

Members were provided with copies of photographs which had been taken showing the poor state of repair of the boundary wall between Churchfield Cottage and the Churchyard. Members were advised that whilst three contractors had been requested to submit quotations for the repair of the worst area only one contractor had duly submitted their quotation. It was **proposed by Cllr Berryman, seconded by Cllr Pearman**, that the quotation of £456.00 would be accepted. Unanimous.

Action by – the CEO

The CEO drew Members' attention to another section of the boundary wall located behind conifer trees which was becoming unstable and cautioned that the Council may need to consider repairing this section in the future.

10. **CEMETERY RULES**

Members were asked to consider amended the Cemetery Rules to permit serving Councillors and serving employees who die "in service" to be interred in Lydney Cemetery with the Council waiving all associated costs.

After a short discussion it was **proposed by Cllr Pearman, seconded by Cllr Berryman**, that the Council would permit serving Councillors and serving employees who die "in service" to be interred in Lydney Cemetery with the Council waiving all associated costs. Vote carried.

Action by – the CEO

11. **COMMITTEE BUDGET 2019-2020**

Members were provided with a copy of the draft Committee Budget for 2019-2020 for their consideration.

After taking an opportunity to peruse the draft budget it was **proposed by Cllr Pearman, seconded by Cllr Christodoulides**, that the Committee would approve a budget for 2019-2020 of £11,550.00. Unanimous.

12. **COUNCILLORS REPORTS**

Cllr Berryman commended the Groundstaff on the appearance of the Cemetery and noted that work had commenced on the construction of a new waste storage area. However, he highlighted the need to repaint the Cemetery gates and railings.

13. **APPROVAL OF MINUTES**


Minutes of today's meeting were duly approved and Chairman, Cllr Ives, signed minutes as a true record.

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14. **MEETING DATES**

It was noted that the next meeting of the Burial Committee would take place on Monday 26 November at 6.30 pm, unless there was insufficient business for the Committee to discuss.

The meeting closed at 6.55 pm.

Chairman 

Date 23rd October 2018

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