

LYDNEY TOWN COUNCIL

BURIAL COMMITTEE MEETING – 2015/09/28 – 06

MINUTES OF THE BURIAL COMMITTEE MEETING held in the Council Chamber, Claremont House, Lydney on Monday 28 September 2015 at 6.30 pm.

PRESENT: Cllrs C Harris (Chairman), H Ives, C Legg, B Pearman, D Pugh and S Rudge (late arrival)

Mrs J Smailes – Chief Executive Officer

Miss C Wheeler – Executive Officer

Cllr Harris 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. **APOLOGIES**

Apologies for absence were received and noted from Cllr Berryman and Mr M Kennerley (Co-optee). Apologies for late arrival were received from Cllr Rudge. Noted.

2. **DECLARATIONS OF INTEREST**

None.

3. **MINUTES OF PREVIOUS MEETING**

Approval of the minutes of the Burial Committee meeting held on 27 July 2015 were confirmed as a true record. **Proposed by Cllr Pugh, seconded by Cllr Legg.** Unanimous.

4. **OPEN FORUM**

None.

5. **ST MARY'S CLOSED CHURCH YARD**

Members noted that the Council's grass cutting contractor had undertaken an annual cut of the Conservation Area in St Mary's churchyard and that the area would be sown in the Spring with wild flower seed by Lydney Town Council's Groundstaff.

Approval was sought for the purchase of wildflower seed up to the value of £250 from the 2016/2017 budget in order to re-seed the Conservation Area to increase the number of wildflowers. **Proposed by Cllr Harris.** Unanimous.

Cllr Pugh felt that it may still be possible to obtain a quantity of wildflower seed from Kew Gardens, who were operating such a scheme in 2014.

6. **LYDNEY CEMETERY**

At 6.34 pm the CEO and Executive Officer excused themselves from the Chamber for the consideration of this matter.

Cllr Rudge arrived at this point in the meeting.



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Members were asked to consider allowing employees who “die in service” or attain “long service award” (20+ years or more) to be buried, or have their cremated remains interred in Lydney Cemetery.

It was **proposed by Cllr Ives, seconded by Cllr Pearman**, that the Council would permit employees who “die in service” or attain “long service award” (20+ years or more) to be buried, or have their cremated remains interred in Lydney Cemetery. Unanimous. (Note: This was approved despite being contrary to the Burial Policy).

At 6.41 pm the CEO and the Executive Officer returned to the meeting and were informed of the decision taken by the Council. The CEO sought clarification as to whether the Council’s decision was effective immediately and was informed by the Chairman that her understanding was correct.

It was agreed that a future agenda item would be included to enable the Council to review its Cemetery rules in order that such a clause may be added.

Action by – the CEO

7. ADDITIONAL BURIAL PROVISION

It was agreed that the item would be deferred due to Cllr Berryman’s absence.

8. COMMITTEE BUDGET 2016/17

Members were provided with a copy of the draft Committee budget for the 2016/2017 Financial Year for their approval. The CEO gave an overview of the formation of the budget and highlighted that provision had been included for a slight increase in known costs (e.g. memorials); the requirement to undertake memorial testing; additional burial space, etc. The aforementioned resulted in an overall Committee budget requirement of £14,165 for 2016/2017. It was **proposed by Cllr Ives, seconded by Cllr Legg**, that the draft budget would be approved. Unanimous.

Resolved: That the Committee Budget for 2016/2017 would be set at £14,165.00

9. COUNCILLORS REPORTS

Cllr Pearman advised that a few weeks ago a report had been received from a member of the public that members of Groundstaff were not wearing safety footwear whilst operating machinery in the Cemetery. Cllr Pearman advised that the allegation had been investigated which had identified that a Grave Digger, who was unconnected to the Council, had been wearing Crocs whilst working in the Cemetery as he was unable to operate his machinery wearing safety boots.

The CEO advised Members that earlier in the day members of the Council’s Groundstaff had discovered that a headstone on an infant’s grave had become loose. Members noted that whilst a letter had been sent by recorded delivery to the last known address for the Registered Deed of Grant Holder, it was doubtful that they remained at the property as the Deed had been issued in 1992. Accordingly, the CEO advised that she would arrange for a monumental mason to visit the Cemetery and provide a quotation for making the headstone safe, the cost of which would be covered by the Council provided it was not excessive.



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Referring to her comments made at the last meeting, Cllr Harris requested that the CEO convey thanks to the Groundstaff for their efforts in returning the Cemetery to its previous high standard. Cllr Pugh requested that thanks be conveyed on behalf of all the Committee.

10. **MEETING DATES**

It was noted that the next meeting of the Burial Committee would take place on Monday 23 November 2015 at 6.30 pm.

The meeting closed at 6.50 pm.

Chairman



Date

