

LYDNEY TOWN COUNCIL

BURIAL COMMITTEE MEETING – 2015/03/23 – 15

MINUTES OF THE MEETING OF THE BURIAL COMMITTEE held in the Council Chamber, Claremont House, Lydney on Monday 23 March 2015 at 6.30 pm.

PRESENT: Cllrs C Harris (Chairman), B Berryman, V Hobman, B Pearman, S Rudge and B Thomas

One member of the public
Mr Blatchly Jnr– Philip Blatchly & Son Funeral Directors (Co-optee)
Mrs J Smailes – Chief Executive Officer (CEO)
Miss K Hammond – Admin Assistant (AA)

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**

None.

2. **DECLARATIONS OF INTEREST**

None.

3. **MINUTES OF PREVIOUS MEETING**

Approval of the minutes of the Burial Committee meeting held on 24 November 2014 were confirmed as a true record. **Proposed by Cllr Hobman, seconded by Cllr Pearman.** Unanimous.

4. **OPEN FORUM**

None.

5. **LYDNEY CEMETERY**

Members were asked to consider and approve costs of improvement drainage work to the newly lawned area in order to prevent water ‘pooling’. The CEO reminded members that the area concerned was ground that was previously hard standing and therefore as the area was now lower it was advisable that piping/drainage be laid so that there would be efficient water run-off which would prevent water ‘pooling’ in future.

It was **proposed by Cllr Harris** that approx £200 be levied to cover pipe cost in said area. Unanimous.

Action by – the CEO

Members noted the letter received from Mrs J Davis concerning personal adornments and the response tendered. Mr Blatchly Jnr referred to the Town Council’s Policy on adornments contained within the Cemetery rules and regulations and questioned whether the same rule applied to grave plots as well as cremated remains vase blocks? Cllr Harris directed Mr Blatchly Jnr to item 15 contained within the rules and regulations which states the Town Council’s rules on additions and embellishments to grave spaces, adding that any offending items were to be removed by the Town Council ground staff and furthermore



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notices had been placed in the local newspaper, Town Council noticeboards, the noticeboard in the Cemetery and also sited near the garden of remembrance reminding members of the public to this affect. **Noted.**

Mr Blatchly Jnr advised that he had obtained a copy of a form that was used by other authorities, which he would forward to the CEO as a template. The form could then be handed to the bereaved family stating the Cemetery Rules and Regulations and the family would then be requested to sign at time of burial so that the rules were enforceable. **Noted.**

Members noted that there had been an arson attack on the shed in the Cemetery and were provided with pictures to this affect. Members also noted that the head grounds man had reported the issue to the Police and obtained an incident and crime reference number. Furthermore the head grounds man had subsequently re-secured the shed and repaired the floor.

6. ST MARY'S CLOSED CHURCH YARD

Prior to the meeting members were provided with a map detailing the section to be re-pointed and were asked to consider the three quotes received for the repair work to the boundary wall.

Cllr Harris reminded members that the Town Council had a duty to maintain, repair/replace 'like for like'. The CEO advised that the quotes received included work to the inside and outside of the wall and the area required urgent attention. Furthermore, of the three quotes that had been received, Quote 1 included the use of 'lime mortar'. The CEO also advised that a sum had been allocated within the Town Council Cemetery budget for the work however members would need to be mindful that a sum would need to be put aside in next year's budget towards additional burial provision.

It was **proposed by Cllr Hobman, seconded by Cllr Pearman** that Quote 1 be awarded the contract for repair work to the boundary wall at a cost of £5,900 (inc vat). Unanimous. The CEO advised that Quote 1 was M. Lanfear.

Action by – the CEO

7. BURIAL CHARGES 2015/2016

Prior to the meeting members were provided with the Town Council's proposed Cemetery charges and were asked to consider such charges if wished to impose as of 1 April 2015.

The CEO advised that the costs were based on that of Forest of Dean District Council burial costs, taking into account certain services that the Town Council were unable to offer. The CEO further spoke of the Sanctum Panorama for cremated remains advising that each vault space could accommodate up to triple interments provided that 3.5 litre urns were used for cremated remains; if such urns were not used it would affect the total number of interments.

Cllr Pearman felt that the proposed prices worked well as it was broadly in line with the existing prices provided by Forest of Dean District Council and the more that Lydney Town Council could work to similar prices, the better.

Mr Blatchly Jnr felt that Lydney Cemetery charges should reflect Lydney's requirements and should not have to specifically mirror those charged by Forest of Dean District Council, however as long as the charges covered the provision, then he felt they were acceptable as

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he did not believe the Cemetery should ever run at a loss.

It was **proposed by Cllr Harris** that members approve the new Cemetery Charges, due to be imposed as of 1 April 2015. Unanimous.

Action by – the CEO

8. **ADDITIONAL BURIAL PROVISION**

Cllr Berryman reported that unfortunately he was unable to provide any further information on additional burial provision at present.

Members agreed that the matter would be deferred until the next meeting.

9. **COUNCILLORS REPORTS**

Following a comment made previously by the CEO, Cllr Hobman noted her concern in regard to the Forest of Dean District Council's 2020 Vision Programme which includes Ubico Ltd providing 'shared services' such as grounds and cemetery maintenance, as she felt that at some point it would have a detrimental effect on Lydney Cemetery as the Forest of Dean District Council were tendering services out of the District.

Cllr Harris also shared concern in regard to the Forest of Dean District Council's 2020 Vision Programme and felt that it was likely to impact on the District as a whole.

Furthermore Cllr Harris asked that Cllr Hobman, in her capacity of District Councillor, Lydney East, seek to find out from the Forest of Dean District Council as to when the decision was taken and by whom and whether District Councillors were made aware? Cllr Hobman advised that she would seek an answer from the Forest of Dean District Council on the matter and report back.

Cllr Berryman commended the Town Council staff on their maintenance of the Cemetery, reporting that the whole area looked well maintained and to a high standard.

10. **MEETING DATES**

It was noted that the next meeting of the Burial Committee would take place on Tuesday 26 May 2015 at 6.30 pm

The meeting closed at 6.50 pm.

Chairman

Date 26.5.15.....