

LYDNEY TOWN COUNCIL

BURIAL COMMITTEE MEETING – 2014/05/27 – 01

MINUTES OF THE MEETING OF THE BURIAL COMMITTEE held in the Council Chamber, Claremont House, Lydney on Tuesday 27 May 2014 at 6.35 pm.

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

One member of the public

Mrs J Smailes – Chief Executive Officer (CEO)

Miss K Hammond – Admin Assistant

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.

2. **DECLARATIONS OF INTEREST**

Cllr C Matthews – Agenda Item 5 (re the letter received from Mrs Peters)

3. **MINUTES OF PREVIOUS MEETING**

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

4. **OPEN FORUM**

None.

5. **LYDNEY CEMETERY**

Work to the Old Gardens of Remembrance completed

Prior to the meeting Members were provided with photographs showing the work that had been completed using green slate chippings and weed suppressing membrane in the Old Garden of Remembrance. During discussion Councillors felt that the visual and general appearance had been vastly improved.

Garden B – New Garden of Remembrance and Garden A – Scattering Garden

Members were asked to consider using the same aggregate for Garden B as used prior, in order to provide uniformity and for Garden A were asked to consider sowing a wild flower mix.

Members were reminded of the location of both areas and the CEO advised that some of the unused aggregate and weed suppressing membrane that had been left over following work completed to the Old Garden of Remembrance could be utilised for Garden B, which would minimise costs.

Cllr Berryman arrived at this point.

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Cllr Hobman felt that the aggregate used in the Old Garden of Remembrance enhanced the plots, Cllr Harris advised that Garden B would look similar if it was agreed to same being used.

Cllr Matthews expressed concern about disturbing the membrane and the damage to the membrane when interring. In response the CEO advised that all interments were currently dug and the ground reinstated under arrangements made by the undertakers.

Cllr Pearman felt that the area needed to be improved as it would gradually look out of place if left.

Cllr Rudge arrived at this point.

It was **proposed by Cllr Harris** that the remaining aggregate be used on Garden B and permission granted to purchase more aggregate if there was not sufficient. Also Garden A would be sown with wildflower mix. Unanimous.

Action by – the CEO

Letter from Mrs Peters

Members were provided with copies of the letter submitted by Mrs Peters and the response tendered, which was duly noted.

Repair to vase block

Prior to the meeting Members were provided with a quote for repairing the top of a vase block inadvertently damaged whilst strimming in the Cemetery.

Cllr Harris felt that in this instance due to the damage being caused by strimming that the Council would cover the cost of the repair. Cllr Pearman agreed and asked the CEO to confirm the amended procedure regarding use of heavy machinery and light strimming. And the use of Oleo-Mac strimmers which are lighter and less bulky.

It was noted that the cost of repair totalled £48.00. Acceptance of the charge for the repair was **proposed by Cllr Harris**. Vote carried.

Action by – the CEO

Solar lights

Cllr Matthews queried whether the damage was caused by strimming. In response the CEO advised that the outcome was unclear however the site noticeboard stated that solar lights were not permitted in the Cemetery and any Memorial items such as solar lights and ornaments were left at owners risk and Lydney Town Council accepted no responsibility/liability for such items.

Cllr Pearman stated that he felt the policy must be adhered to and therefore the solar lights should not be reinstated. Cllr Harris expressed sympathy for the family however the Council must adhere to the policy on solar lights and therefore should decline replacing the solar lights in this instance.

It was **proposed by Cllr Harris** that the Council would not replace the solar lights. Vote carried with one abstention.



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Site location for New memorial for cremated remains

Members were provided with a map of three possible locations for the New memorial for cremated remains (Sanctum Panorama Vault).

The CEO advised that location C would possibly be the best option due to the following reasons; location A would involve treeworks, location B would involve extending the concrete base, whereas location C would not only provide sufficient space but would allow for the siting of planters either side and possibly a further bench. During discussion Cllr Harris agreed that location C appeared favourable.

Cllr Matthews proposed location C for the new memorial for cremated remains. **Seconded by Cllr Rudge.** Unanimous.

Action by – the CEO

The CEO advised that an engineer was due to attend site week commencing Monday 7 July 2014 to look at the plan and sought Delegated Powers in order to address any treeworks required to access site and to ensure the concrete base is of adequate standard.

It was **proposed by Cllr Hobman, Seconded by Cllr Matthews** that Delegated Power would be granted to the CEO to undertake tree works/ensure concrete plinth is appropriate. Unanimous.

Action by – the CEO

Councillors queried the number of single interments in the Sanctum Panorama Vault would contain. In response Cllr Harris advised that as per the quote provided, the Memorial Vault would contain 32 Vaults.

After a short discussion it was **proposed by Cllr Harris** that a fee of £380 would be levied for an Interment Vault in the new Sanctum Panorama Vault. Vote carried with one abstention.

6. GREEN BURIAL SITE

Cllr Berryman reported on the meeting that took place between Lydney Town Council and Mr R Frankton of Lydney Park Estate on 23 May 2014 re use of the Millennium Wood.

Members were advised that in principle, Lord Bledisloe would not object to the placement of monuments for the retention of cremated remains on site, the placement of small memorial plaques beneath trees and the erection of a sign advising of the Town Council's responsibility for the land.

Lydney Town Council would be required to investigate with Forest of Dean District Council the potential change of use of the land/rateable charges. Lydney Town Council would be responsible for replacing any trees on the land, including those previously dedicated and recorded in the Estate's book for such purposes. Lydney Town Council would need to ensure that the area of mature trees which have previously been inspected by the Estate were included as part of any future annual tree inspections which it may undertake. Lydney Town Council would be permitted to install benches on the site and levy charges for memorial signs, interment of cremated remains, memorial benches and such like.



