

# SAWSTON PARISH COUNCIL

MINUTES

CEMETERY COMMITTEE

29 May 2012

**PRESENT:** Chairman: M J R Mallows      Snr Assistant Clerk: Mrs G A Pack

Councillors

Miss S E Clarke

K J L Cooper                      (arrived 7.20pm)

W A Fell

R M Matthews

E C Murray

W N Reid

R M Richmond

+      Mr C Freed (Acacia Tree Surgery)

## 1      **WALK ROUND THE CEMETERY WITH TREE SURGEON**

Councillors walked around the Cemetery with Mr C Freed (Acacia Tree Surgery) who gave advice and options regarding the plum hedge at the boundary of the Cemetery and Sawston Village College grounds before the start of the meeting.

Mr C Freed left the Cemetery at 7.40pm

## 2      **APOLOGIES FOR ABSENCE**

None

## 3      **TO ELECT A CHAIRMAN OF THE CEMETERY COMMITTEE FOR THE ENSUING YEAR**

Councillor M J R Mallows was **PROPOSED** by Councillor R M Richmond and **SECONDED** by Councillor W A Fell for the position of Chairman.

As no other candidates were nominated a vote took place and Councillor M J R Mallows was elected Chairman.

**VOTE:**                      **8 FOR**                      (UNANIMOUS)

## 4      **TO ELECT A VICE-CHAIRMAN OF THE CEMETERY COMMITTEE FOR THE ENSUING YEAR**

Councillor R M Richmond was **PROPOSED** by Councillor W A Fell and **SECONDED** by Councillor Miss S E Clarke for the position of Vice-Chairman.

As no other candidates were nominated a vote took place and Councillor R M Richmond was elected Vice-Chairman.

**VOTE:**                      **8 FOR**                      (UNANIMOUS)

## **5 DECLARATION OF INTEREST FOR THIS MEETING**

None declared

## **6 MINUTES**

The minutes of the meeting held on 6 March 2012 were read, confirmed and signed.

It was ***PROPOSED*** by Councillor W N Reid and ***SECONDED*** by Councillor R M Richmond to ***ACCEPT*** these minutes

**VOTE: 7 FOR : 1 ABSTENTION**

## **7 MATTERS ARISING – New information only**

### **Replacement Beech Trees**

Councillor Miss S E Clarke reported that she had been successful in applying to SCDC Parish Planting Plan for replacing the beech trees. It was agreed that when replying the Parish Council would ask for 4 more mature trees rather than saplings to give the trees a better chance of survival.

## **8 STATE OF CEMETERY AND HUCKERIDGE VIEW**

### **Stones on Graves**

It was explained that graves with stones, but no kerbing was a Health & Safety issue for the Groundstaff and possible damage to adjacent headstones when the area was being trimmed.

It was ***PROPOSED*** by Councillor E C Murray and ***SECONDED*** by Councillor W A Fell that the Clerk writes to all relatives with such graves in Cemetery South and Cemetery North to advise that they have 28 days to either remove the stones completely or surround the stones with kerbing. If this was not carried out by the time stated the Groundstaff would remove and re-seed the grave.

**VOTE: 8 FOR (UNANIMOUS)**

### **Sinkage of Graves**

It was reported that due to the adverse weather conditions experienced recently one of the graves in the older part of the Cemetery had collapsed and needed urgent attention.

It was ***PROPOSED*** by Councillor E C Murray and ***SECONDED*** by Councillor R M Richmond that the Clerk sends a registered letter to the relatives advising that due to Health & Safety they have 28 days to rectify the situation. If this is not carried out within this time the Parish Council would carry out the work and invoice the relatives for payment. In the meantime Mr A R Poole would fence off the area for public protection.

**VOTE: 8 FOR : (UNANIMOUS)**

### **Re-seeding of graves**

A problem has arisen when a recent grave had sunk which was rectified by our Groundstaff, and then re-seeded. The relative was not happy about re-seeding and would have preferred turf as others had been turfed in a similar situation.

It was **AGREED** that when revising the Cemetery Rules it would be stipulated that when sinkage occurs the relatives would be informed with the option to either have the grave levelled and re-seeded free of charge or provide turf, at their expense, for the Groundstaff to carry out this work.

At this point Councillor K J L Cooper commended the Groundstaff on their hard work in the Cemetery.

It was also suggested that the Community Payback Team could be used for weeding the Cemetery.

## **9 STATE OF THE CEMETERY CHAPEL**

The Chapel was looking extremely clean and tidy. Councillor W A Fell was asked to check the woodworm in the bier. He agreed to do this when the light was better. It was also noted that the guttering outside the Chapel needed clearing.

## **10 CEMETERY HEDGE**

After much discussion involving information and options given to the Parish Council by the tree surgeon, it was **PROPOSED** to **RECOMMEND** to Full Council by Councillor E C Murray and **SECONDED** by Councillor K J L Cooper that the Community Payback Team would be asked to cut back the hedge.

All spoil would then be removed by our Groundstaff and Contractors would be called in to poison and grind down the trunks in readiness for the erection of a fence. As this project would be costly and not within the Cemetery budget, it would also be **RECOMMENDED** to Full Council that the Parish Council Reserves are used. Clerk to obtain quotations for the work to be carried which would be discussed at Full Council in July.

**VOTE: 8 FOR : (UNANIMOUS)**

## **11 LETTER TO FUNERAL DIRECTORS – GRAVE SPOIL**

Copies of a letter sent to all Funeral Directors regarding spoil on adjacent headstone when a grave was re-opened was sent to all Committee Members together with copy of one Funeral Director's reply. This correspondence was discussed and noted.

It was **AGREED** that Mr A R Poole, Head Groundsman, must check the area when a new grave or re-opening is excavated in order to make sure that the surrounding area is covered to maintain a clean area so no damage occurs to neighbouring headstones.

## **12 COUNCILLORS ISSUES CONCERNING CEMETERY**

### **Reserved Plots**

Councillor R M Matthews asked if it was possible to reserve a plot in the Cemetery and what would the cost be. Councillor R M Matthews was advised that a plot can only be reserved at the time of a burial and the cost would be advised at that time.

### **Tree Survey Report**

It was **AGREED** that SCDC Trees Officer Ms R Richardson and Mr A Grimmer would be asked to visit Sawston to look at the Report to advise the way forward so that this could be discussed at the next meeting.

### **The Cross**

Councillor E C Murray reported that there was an accumulation of moss and weeds around the edging of the memorial which needed treatment and weeding. It was also pointed out that a new photograph should be taken of the crack in the cross as it was agreed this should be done yearly to monitor its progression.

## **13 AGENDA ITEMS FOR NEXT MEETING**

None

**Meeting closed at 8.50pm**