

# SAWSTON PARISH COUNCIL

MINUTES

CEMETERY COMMITTEE

4 March 2014

**PRESENT:** Chairman: M J R Mallows Snr Asst. Parish Clerk: Mrs G A Pack

Councillors

Miss S E Clarke

E C Murray

W N Reid

R M Richmond

## 1 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors K J L Cooper (attending a meeting in Dublin) and W A Fell (Bereavement).

## 2 DECLARATION OF INTEREST FOR THIS MEETING

None declared

## 3 MINUTES

The minutes of the meeting held on 29 October 2013 were read, confirmed and signed.

It was **PROPOSED** by Councillor Miss S E Clarke and **SECONDED** by Councillor R M Richmond to **ACCEPT** these minutes

**VOTE: 5 FOR (UNANIMOUS)**

## 4 MATTERS ARISING – New information only

None

## 5 STATE OF CEMETERY AND HUCKERIDGE VIEW

The Committee agreed that the entire Cemetery was looking extremely neat and tidy.

## 6 REQUEST FOR SEAT IN HUCKERIDGE VIEW

A request from a relative had been received in the Office to place a seat at Huckeridge View in memory of their late parents.

It was **PROPOSED** to **RECOMMEND** to Full Council by Councillor E C Murray and **SECONDED** by Councillor R M Richmond to allow this request, but to advise relatives this seat will be placed where appropriate by the Parish Council.

**VOTE: 5 FOR (UNANIMOUS)**

It was agreed not to consider any more requests until after the Committee walk round the Cemetery before the Cemetery Meeting in June when it will be reviewed.

Councillor M J R Mallows also explained that there were seats in the older part of the cemetery that were dirty/rotten and could be a Health & Safety issue. It was suggested that photos are taken of these seats before removal and, if possible, relatives contacted to advise them of the situation giving them 28 days to contact the Parish Council.

Councillor M J R Mallows and Mr A R Poole to check all headstones periodically, make safe and record actions taken.

Comments were made that the wreaths were still on the War Memorial. Clerk to contact Mr M Day, Chairman of the British Legion to ask him to remove them.

## **7 WAR GRAVE**

As it is the 100<sup>th</sup> Anniversary of WW1 and the Parish Council has a war grave in the Cemetery it was felt that to commemorate this it would be appropriate to clean the headstone. On contacting the Maintenance Administrator at the Commonwealth War Graves Commission they have informed the Parish Council that they will do this within the next few weeks and that the Parish Council need take no further action.

## **8 SPACE FOR BURIAL PLOTS AT HUCKERIDGE VIEW**

Information regarding the number of burial plots still available in Huckeridge View together with projected years left was given to the Committee and as there was possibly many years left it was agreed to review the situation yearly.

## **9 REVIEW RULES AND CHARGES FOR BURIAL AND CREMATION**

After discussion it was **PROPOSED** to **RECOMMEND** to Full Parish by Councillor W N Reid and **SECONDED** by Councillor R M Richmond to increase all prices by 5% from the 1 April 2014 and to review again in 2015.

**VOTE: 5 FOR (UNANIMOUS)**

The Clerk reported that clarification needed to be decided upon regarding costs for residents and non residents for burials in the Cemetery so that Funeral Directors/Office can be clear on fees as follows:

- 2<sup>nd</sup> interment – even if no longer resides in Sawston
- Resident in Sawston but had to go into Care Home
- Still qualified if only left the village for up to 5 years \*\*
- If bought Reserved Plot whilst a resident in Sawston but then left the village

It was **PROPOSED** to **RECOMMEND** to Full Council by Councillor W N Reid and **SECONDED** by Councillor R M Richmond that the above scenarios, for costing purposes, are categorised as Sawston residents and would pay Sawston resident fees.

**VOTE: 5 FOR (UNANIMOUS)**

\*\* (after 5 years could still be buried in the Cemetery but non resident fees would apply)

A request had been received in the Office to inter a cremated pet in the grave of its owner who recently was interred in Cemetery South Extension.

This was discussed and it was **PROPOSED** to **RECOMMEND** to Full Parish by Councillor E C Murray and **SECONDED** by Councillor R M Richmond that the Parish Council would not agree to this request and that it would be added to the list of rules for future reference.

**VOTE:                    5 FOR            (UNANIMOUS)**

**10    NOTICEBOARD FOR MEMORIAL GARDEN**

Quotations were presented to the Committee for a wooden noticeboard to be placed within the Memorial Garden to house memorial plaques instead of just being fixed to the fence on a board and to tidy up the area

Greenbarnes	:	£896.35 + VAT + delivery
Noticeboard Company	:	£848.00 + VAT + delivery
Signconex	:	£1,029.70 + VAT + delivery

It was **PROPOSED** to **RECOMMEND** to Full Council by Councillor E C Murray and **SECONDED** by Councillor R M Richmond that this was a good idea and to **ACCEPT** the quotation from Noticeboard Company at a cost of £848.00 + VAT + delivery

As the fence itself behind the Memorial Garden had deteriorated it was suggested that the Clerk could establish the owner of the fence so that it could be repaired and also look at the whole area.

**11    CEMETERY WALL**

As insufficient quotes had been received it was **AGREED** to defer this until the next Cemetery Meeting in June when Councillor M J R Mallows and the Clerk had met with bricklayers to discuss the problems.

**12    CORRESPONDENCE**

None

**13    COUNCILLORS ISSUES AND AGENDA ITEMS FOR NEXT MEETING :  
CONCERNING CEMETERY ONLY**

None

**Meeting closed at 8.55pm**