



SAWSTON PARISH COUNCIL

MINUTES of the CEMETERY COMMITTEE MEETING HELD ON 6 November 2018

At Parish Council Office, Link Road, Sawston - Meeting commenced at 7.30pm

PRESENT:

Parish Clerk Jo Keeler

Assistant Clerk Clare Speed

Councillors

Mike Mallows (Chairman)

David Bard

Janet Martin (Vice-Chairman)

Tony Fell

Kevin Cuffley

Neil Reid

1 **APOLOGIES FOR ABSENCE**

Councillor Kieran Cooper

2 **DECLARATION OF INTERESTS**

None

3 **MINUTES OF THE MEETING**

The minutes of the meeting held on **19 June 2018** were read, confirmed and signed.

It was **proposed** by Councillor Tony Fell and **seconded** by Councillor Mike Mallows to **accept** the minutes.

VOTE: 6 FOR : 0 AGAINST (UNANIMOUS)

4 **MATTERS ARISING – New information only**

None

5 **TO DISCUSS RISK ASSESSMENTS ON CEMETERY GRAVE STONES TESTING**

The committee briefly discussed having a risk assessment on the grave stones in the cemetery and at the closed churchyard at St Marys church.

It was **proposed** by Councillor Kevin Cuffley and **seconded** by Councillor Neil Reid to defer to March meeting and obtain more information.

VOTE: 6 FOR : 0 AGAINST (UNANIMOUS)

6 **TO DISCUSS TREE QUOTES**

The assistant clerk was asked to get three quotes to remove a tree in the cemetery and to order the large Taxus Baccata yew which is 16-18cm girth for £344.00 plus VAT to replace it. After this work has been carried out, the committee can decide whether to order more trees. If we do decide to order more it was discussed about getting some different trees with flowers to brighten up the cemetery.

It was **proposed** to by Councillor Kevin Cuffley and **seconded** by Councillor Neil Reid to **RECOMMEND TO FULL** get three quotes for felling the tree.

VOTE: 6 FOR : 0 AGAINST (UNANIMOUS)

7 CONDITION OF CEMETERY AND HUCKERIDGE VIEW

The assistant clerk explained some relatives have requested to put a memorial headstone on the grave of their grandparent but have asked for both grandparents names to be on the memorial although there is only one burial in the plot.

It was **proposed** by Councillor Kevin Cuffley and **seconded** by David Bard to let the family know only the name of the person/persons buried can be placed on the memorial headstone.

VOTE: 6 FOR : 0 AGAINST (UNANIMOUS)

8 CONDITION OF CEMETERY CHAPEL

Nothing to report.

9 BUDGET SETTING 2019/2020

It was **proposed** to by Councillor Kevin Cuffley and **seconded** by Councillor David Bard to **RECOMMEND TO FINANCE & GENERAL PURPOSES** a cemetery budget of £4,000.00.

VOTE: 6 FOR : 0 AGAINST (UNANIMOUS)

10 CORRESPONDENCE

None

11 COUNCILLORS ISSUES AND AGENDA ITEMS FOR NEXT MEETING

The assistant clerk will work out how many burials and ashes there has been for the cemetery meeting in June so we can calculate our space in the cemetery for future years.

Agenda item for next meeting to discuss casket size, type and extra costs and to review our cemetery rules.

Meeting closed at 8.30pm