



SAWSTON PARISH COUNCIL

MINUTES of the CEMETERY COMMITTEE MEETING

HELD ON 18 June 2019

At Spicers Pavilion, Cambridge Road, Sawston - Meeting commenced at 7.30pm

PRESENT:

Assistant Clerk Clare Speed

Councillors

Mike Mallows (Chairman)

David Bard

Kevin Cuffley

Neil Reid

1 TO ELECT A CHAIRMAN OF THE CEMETERY COMMITTEE FOR THE ENSUING YEAR

It was **proposed** by Councillor Neil Reid and **seconded** by Councillor Kevin Cuffley to **nominate** Councillor Mike Mallows as Chairman of the Cemetery Committee for the ensuing year.

Vote: 4 For : UNANIMOUS

2 TO ELECT A VICE CHAIRMAN OF THE CEMETERY COMMITTEE FOR THE ENSUING YEAR

It was **proposed** by Councillor David Bard and **seconded** by councillor Kevin Cuffley to **nominate** Councillor Neil Reid as Vice Chairman of the Cemetery Committee for the ensuing year.

Vote: 4 For : UNANIMOUS

3 APOLOGIES FOR ABSENCE

Councillor Janet Martin
Councillor Kieran Cooper
Councillor Tony Fell

4 DECLARATION OF INTERESTS

None

5 MINUTES OF THE MEETING

The minutes of the meeting held on 5 March 2019 were read, confirmed and signed.

It was **proposed** by Councillor David Bard and **seconded** by Neil Reid to **accept** the minutes.

VOTE: 4 FOR : UNANIMOUS

6 MATTERS ARISING – New information only

None

7 UPDATE ON RISK ASSESSMENTS ON CEMETERY GRAVE STONE TESTING

The Assistant Clerk explained to the committee that information needs to be circulated around the village to make all residents who use Huckeridge Hill Cemetery aware about the Health and Safety Audit of memorials which will take place in the Autumn. It is not possible to contact the owners of the exclusive rights of each individual headstone as we do not have the contact details for them. It was decided that the notices need to be placed around

the village, two different copies were shown to the committee and the notice should be on the Parish website and in the Sawston Scene to let all residents know about the work being carried out in the cemetery. The next deadline for Sawston Scene is 10th July and will be August/September copy, the Assistant Clerk will book the memorial testing for Autumn to give plenty of notice, and time for any relatives to get in contact if they wish to find out any more information before the work is carried out.

It was **proposed** by Councillor Mike Mallow and **seconded** by Councillor Neil Reid to agree to not send letters to any residents but to put up a mixture of both notices all around the village and to send to Sawston Scene and place on the Website and to book the memorial testing for Autumn.

Vote: 4 For : Unanimous

8 TO DISCUSS CEMETERY EXTENSION

It was discussed that Sawston Parish Council will need to apply for more room at the Huckeridge Hill Cemetery as we are quickly using up the space available Councillor David Bard suggested we apply to County Council to go backwards on the current extension preferable two Acres which should last another 50 years.

It was **proposed** by Councillor Kevin Cuffley and **seconded** by Neil Reid to start proceedings before County decide to put any developments on this area.

Vote: 4 For : Unanimous

9 TO DISCUSS ADDITIONAL TREES

Councillor Mike Mallows suggested adding four new trees to the Cemetery to be ideally planted in October, the last two planted were a copper birch and cost £300.00 each. The size of these two trees are the size he would like, to give the trees a good chance instead of buying smaller trees which are slow growing.

The Assistant Clerk will look into different trees and will discuss with the groundsman and Councillor Mike Mallows about where the trees should go.

Councillor Kevin Cuffley suggested talking to County to reimburse for the removing of the trees taken down Mill Lane and replace in the cemetery.

It was **proposed** by Councillor Kevin Cuffley and **seconded** by Councillor David Bard to **recommend to full** to purchase four new trees for the Cemetery up to the value of £1,200.

Vote: 4 For : Unanimous

10 TO DISCUSS CASKET SIZE, TYPE AND EXTRA COST

The Assistant Clerk explained she is still working on updating the rules and regulations and prices, and suggested doing all of these after she has been on her Cemetery course. The course on Thursday 20th June has been cancelled and should be rescheduled for October.

It was **proposed** by Councillor Kevin Cuffley and **seconded** by Councillor Neil Reid to get prices for Histon and Impington and Cambourne in the meantime to compare prices, and to meet with the Chairman and Vice – Chairman before the next meeting.

Vote: 4 For : Unanimous

It was **proposed** by Councillor Neil Reid and **seconded** by Councillor David Bard to add into our rules and regulations only biodegradable materials to be buried in the cemetery no cast iron caskets which we have had recently.

Vote: 4 For : Unanimous

11 TO DISCUSS COST FOR INTERMENT OF NON-RESIDENTS ON EXISTING GRAVE PLOT

This was deferred from last cemetery meeting, the Assistant Clerk explained that if the grave is purchased by a Sawston resident then moves it is still Sawston resident prices as it is stated on the fees sheet.

As previously discussed in item 10 all prices will be reviewed.

12 CONDITION OF CEMETERY AND HUCKERIDGE VIEW

Councillor Kevin Cuffley said the cemetery in in fair order except the hedge needs a lot of work.

It was **proposed** by Councillor Kevin Cuffley and **seconded** by Councillor Neil Reid for the Assistant Clerk to talk to the ground staff to make sure the hedge is tidy within the next month.

Councillor Mike Mallows explained that there are four fence panels which need some maintenance and for Assistant Clerk to speak to ground staff to support these panels and to work with Councillor Mike Mallows to complete this.

13 CONDITION OF CEMETERY CHAPEL

The committee agreed the chapel is in great condition and it is a shame it is not used more often

14 CORRESPONDENCE

None

15 COUNCILLORS ISSUES AND AGENDA ITEMS FOR NEXT MEETING

The Assistant Clerk explained she had a funeral director requesting a cat be buried with a resident unfortunately Councillor Mike Mallows said it is in minutes from 2006/2007 that there are no pets to be buried.

It was **proposed** by Councillor Mike Mallows and **seconded** by Councillor Neil Reid for the Assistant Clerk to check the minutes and let the funeral directors know that no pets can be buried in the cemetery.

Councillor David Bard suggested finding details of who is buried where in the two open spaces to the right of the chapel, to contact an Archaeologist and Assistant Clerk to look back as the previous Assistant Clerk might have already done this.

Meeting closed at 8:35 pm