



SAWSTON PARISH COUNCIL

MINUTES of the CEMETERY COMMITTEE MEETING

HELD ON 05 November 2019

At Link Road Parish Council Offices - Meeting commenced at 7.30pm

PRESENT:

Assistant Clerk Clare Speed
Parish Clerk Jo Keeler

Councillors

Mike Mallows (Chairman)

David Bard

Kevin Cuffley

Neil Reid

Stephen Drew

Tony Fell

Kieran Cooper

Beck Laxton (8:10pm)

1 APOLOGIES FOR ABSENCE

Councillor Beck Laxton

2 DECLARATION OF INTERESTS

None

3 MINUTES OF THE MEETING

The minutes of the meeting held on 18 June 2019 were read, confirmed and signed.

It was **proposed** by Councillor David Bard and **seconded** by Councillor Tony Fell to **accept** the minutes.

VOTE: 7 FOR :

UNANIMOUS

4 MATTERS ARISING – New information only

None

5 UPDATE ON RISK ASSESSMENTS FOR THE CEMETERY GRAVE STONE TESTING

Assistant clerk explained the report consisted of thirty headstones which received work needing to be carried out from low to high risk. Out of the thirty headstones there are eight that are high risk and due to health and safety need the work carried out. Assistant clerk explained that all eight do not have any exclusive rights, for her to contact regarding the work which need doing.

Councillor Kevin Cuffley suggested paying for this work but to get a brake down from the company to insure the best repair.

It was **proposed** by Councillor Kieran Cooper and **seconded** by Councillor David Bard to **recommend to full** to repair the eight high risk stones at a cost £656.

VOTE: 7 FOR :

UNANIMOUS

Action: Assistant Clerk to contact the company to get a more detailed report on what the repair work involves and roughly how long it will last.

6 TO DISCUSS SEPARATE BINS FOR RECYCLED RUBBISH

The Assistant Clerk explained a resident had contacted the Parish Council about having two bins at the new cemetery one for dead flowers and one for all other rubbish. After a lengthy discussion it was suggested a sign to be placed at the Cemetery asking residents to place dead flowers in the skip.

It was **proposed** by Councillor Kevin Cuffley and **seconded** by Councillor Stephen Drew to **agree** to place a sign at the Cemetery.

VOTE: 6 FOR : 1 Against

Action: Assistant Clerk to place a sign at the Cemetery.

7 TO DISCUSS A REQUEST FROM A RESIDENT TO HAVE AN ADDITIONAL MEMORIAL TABLET IN FRONT OF HEADSTONE IN GARDEN AREA

The Assistant Clerk explained a funeral director has requested for an additional memorial tablet to be placed in front of an existing headstone, after different suggestions it was agreed this would not work at the new cemetery and should be a new rule in Sawston Cemetery rules and regulations.

It was **proposed** by Councillor Kevin Cuffley and **seconded** by Councillor David Bard to **recommend to full** to amend the rules and regulations.

VOTE: 6 FOR : 1 Against

Action: Assistant Clerk to let the funeral director know.

Councillor Beck Laxton arrived at 8:10pm

8 TO DISCUSS CEMETERY RATES

The Assistant Clerk has produced a document with Sawston prices compared to other villages figures, and it was suggested to have another meeting with all the Cemetery Committee with just this as an agenda item to discuss the Cemetery fees in more detail.

It was **proposed** by Councillor Kevin Cuffley and **seconded** by Councillor Kieran Cooper to **agree** to have an additional Cemetery Committee meeting.

VOTE: 8 FOR : Unanimous

Action: Assistant Clerk to organise a meeting before 03 March 2019

9 TO DISCUSS COST OF RESERVE PLOTS AFTER 10 YEARS

This will be discussed at the additional Cemetery meeting

10 CONDITION OF CEMETERY AND HUCKERIDGE VIEW

Councillor Kevin Cuffley explained the hedge is looking much better and is all tidied up.

Councillor Mike Mallows said the new trees have been planted in the cemetery today and would like some new trees in the new part of the cemetery next year.

Action: Assistant clerk to put additional trees on June agenda

11 CONDITION OF CEMETERY CHAPEL

Councillor Mike Mallows informed the committee that the chapel is very clean and tidy.

12 CORRESPONDENCE

None

13 BUDGET SETTING 2020/2021

It was ***proposed*** by Councillor Kieran Cooper and ***seconded*** by Councillor Tony Fell to ***recommend to finance & general purposes*** a cemetery budget of £4,000.00.

VOTE: 8 FOR : 0 AGAINST (UNANIMOUS)

14 COUNCILLORS ISSUES AND AGENDA ITEMS FOR NEXT MEETING

Councillor Beck Laxton offered to help Assistant Clerk with amending our Rules and regulations policy for the cemetery.

The Assistant Clerk explained a resident had contacted to purchase a reserved plot in front of the plot they already own, this was discussed at great length and unfortunately the Council cannot agree to this as it clearly states in our policy reserved plots can only be purchased at time of burial. Assistant Clerk to write to the resident to let them know.

Councillor Mike Mallows let everyone know that there is a service on Monday 10th November at 11am at Sawston Cemetery to lay remembrance wreath on the war grave.

Meeting closed at 8:40 pm