

**MINUTES OF THE MEETING OF THE
NEW BURIAL GROUND WORKING GROUP
HELD ON 6TH JUNE 2005 AT 8.00 p.m. AT PAVILION, MANOR FIELD**

Present : Cllr Mr C Alford
Cllr Mr A Barnett
Cllr Mr J Gaywood
Cllr Mrs A Oxtoby
Cllr Mr B Ramsay
Cllr Mr A Tremain

In attendance : Mrs J Hoad (Clerk)
3 members of the public

Before the start of the meeting Members of the Working Group inspected the land at the rear of the Pavilion. A row of stakes had previously been erected on land at the rear of the Pavilion to mark the boundary between the land owned by the Council and the 20 foot strip of land owned by Messrs H F & J H Glover.

1. Apologies for absence

No apologies had been received.

2. Election of Chairman

RESOLVED: That, Cllr Mr J Gaywood be elected Chairman of the New Burial Ground Working Group until such time as the Working Group is dissolved or until the Annual Meeting of the Council in May 2006, whichever is sooner.

3. Election of Vice Chairman

RESOLVED: That, Cllr Mrs A Oxtoby be elected Vice Chairman of the New Burial Ground Working Group until such time as the Working Group is dissolved or until the Annual Meeting of the Council in May 2006, whichever is sooner

4. Declarations of Interest

There were no declarations of interest.

5. Terms of Reference

The Working Group considered the terms of reference of the Working Group as approved by the Council at its Annual meeting held on 9th May 2005. The Group was satisfied that it could operate effectively within those terms of reference and required no further alterations.

RESOLVED: That, the Terms of Reference, attached as appendix 1 to these minutes be received and noted.

6. New Burial Ground

The Working Group considered whether there were any other areas of land located within the Parish that could be used as a new Burial Ground and after some discussion, concluded there were no areas of land suitable for such use, other than the area of land previously ear marked for the new Burial Ground on land known as the Orchard located at Manor Field.

As the negotiations to purchase the two strips of land at Manor Field had not been successful, it had been necessary for the Council to establish the new Working Group to explore the means to provide access to the new Burial Ground. The Working Group considered there were two issues relating to the access arrangements for the new Burial Ground, as set out below:

- (1) Access at the main gate.

(2) Access from the main gate to the Orchard.

(1) Access at the main gate

The Working Group held the view that the existing gate was not satisfactory, inasmuch as it was in a dilapidated and dangerous condition, and there was no permanent means of access for pedestrians, disabled or for pushchairs and prams users. The Working Group considered the gate should be replaced as soon as possible and that the new gate should be of sufficient width to improve access for emergency vehicles. The Working Group noted that the Amenities and Open Spaces Committee had previously invited quotations to adapt the existing entrance in order to provide a new wider gate and a kissing gate suitable for pedestrian access and that Messrs H F & J H Glover had no objection to this proposal other than to request the kissing gate be locked shut one day each year to prevent a right of way being established. The Working Group considered this to be unacceptable as the Council had rights of access to the public open space at all times.

The Working Group considered the siting and design of the new entrance gates and favoured positioning the gates further into the field, away from the highway, so that the two new gates could be installed without the need to excavate any earth from the adjacent bank. This proposal would improve safety by enabling cars to get off the road whilst unlocking the field gate and the Working Group considered that the gates should be set sufficiently far off the highway to allow parking for two car lengths.

The Working Group considered that improvements should be made to the surface of the ground at the entrance.

RECOMMENDED: That, the Amenities and Open Spaces Committee be asked to progress the installation of a new field gate of sufficient width to allow access for emergency vehicles and a new kissing gate suitable for disabled access and that provision should be made for improvements to the surface of the ground by forming a new apron in the vicinity of the new gates.

(2) Access from the main gate to the Orchard

Before the start of the meeting, Members of the Working Group had taken the opportunity to inspect the area of land at the rear of the Pavilion and in particular the line of stakes used to mark the extent of the 20 foot strip of land owned by Messrs H F & J H Glover. The Working Group was satisfied that there was sufficient width between the fixed features located the rear of the Pavilion, i.e. storage container, Calor gas compound and existing beech hedge, and the 20 foot strip of land owned by Messrs H F & J H Glover to provide an adequate means of pedestrian access to the new Burial Ground.

RESOLVED: That,

(1) a measured survey of the existing features be prepared to enable further discussion on the means of access to the new Burial Ground and that this plan should be made available at the next meeting

(2) advice be sought from a local firm of undertakers over the width and surface of the proposed footpath to the new Burial Ground,

(3) advice be sought from the Council's grave digger over access to the new Burial Ground, in particular whether a separate means of access should be provided for his equipment in order to safeguard the surface of the proposed footpath to the new Burial Ground,

(4) a quotation be sought to erect a new post and wire fence, 5 feet in height, to extend from the edge of the overspill car park through the Orchard to edge of Foxborough Wood, along the line of the stakes used to mark the 20 foot strip of land owned by Messrs H F & J H Glover and

(5) The Burial Ground and Garden of Remembrance Committee be asked to prepare a long term plan, including provisional costings, setting out the stages to be achieved for the design and establishment of the new Burial Ground and in doing so, take any advice where deemed necessary.

(6) Messrs H F & J H Glover be informed of the Council's proposals to (a) improve the entrance to Manor Field, as set out in the recommendation above and, (b) provide a means of access to the new Burial Ground within the curtilage of the land owned by the Parish Council.

7. Date of the next meeting

Monday 4th July 2005 at 8.00 p.m.

The meeting closed at 9.05 p.m.

Signed:.....
Chairman

Date:.....

New Burial Ground Working Group

Terms of Reference

1. To explore the means to provide access to the new Burial Ground at Manor Field, within the curtilage of the land owned by the Council and to undertake such investigations necessary to secure a solution.
2. To recommend final proposals for the means of access to the Council including details and provisional costing of the work involved.

Note : The design and establishment of the new Burial Ground shall remain within the Terms of Reference of the Burial Grounds Committee.

Delegated Powers

1. To seek any necessary advice.
2. To spend such monies considered necessary to achieve 1 above from the budget provision for the new Burial Ground, contained in the approved estimates of the Burial Ground Committee

Approved by the Council at its Annual meeting held on 9th May 2005