

**MINUTES OF THE MEETING OF THE  
BURIAL GROUND AND GARDEN OF REMEMBRANCE COMMITTEE  
HELD ON 21<sup>st</sup> JULY 2005 AT 6.00 p.m. AT HARTLEY LIBRARY, ASH ROAD**

**Present :** Cllr Mr A Barnett  
Cllr Mrs J Burns  
Cllr Mrs Y Coutts  
Cllr Mrs A Oxtoby (Chairman)

**In attendance :** Mrs J Hoad (Clerk)

Members of the Committee carried out a visual inspection of the burial ground, gardens of remembrance and closed church yard before the start of the meeting.

**1. Apologies for absence**

Apologies had been received from Cllr Gaywood.

**2. Declarations of Interest**

There were no declarations of interest.

**3. Minutes of the last meeting**

RESOLVED: That, the minutes of the meeting of the Burial Ground and Garden of Remembrance Committee held on 14<sup>th</sup> June 2005 be approved and signed as a correct record.

**4. Financial Report**

The Committee examined a report indicating the net financial position of the Burial Ground and Garden of Remembrance Committee as at 15<sup>th</sup> July 2005.

RESOLVED: That, the financial report, as set out in appendix 1 attached to these minutes, be noted.

**5. Health and Safety**

The Committee examined the visual inspection checklist undertaken in the burial ground, gardens of remembrance and closed church yard from 24<sup>th</sup> January to 11<sup>th</sup> April 2005.

RESOLVED: That, the visual inspection checklists be noted.

**6. Burial Ground**

(a) During the site inspection the Committee identified a number of graves that required turfing.

RESOLVED: That, top soil be laid on the graves of the late of the late A K and J A Dry (g. 231), E W and E E Baker (g. 225), S P F Cooke (g. 214 c) and J R West (g. 214 d) and that as soon as weather conditions permit, arrangements be made for the graves to be turfed.

(b) RESOLVED: That, (1) the quotation for the sum of £285.00 plus VAT to remove the spoil from the burial ground by means of a lorry and grab attachment be accepted (2) the quotation for the sum of £90.00 from MDH Contractors for ½ day labour, including use of mini digger, to attend site during spoil removal be accepted and (3) the Clerk be authorised to make arrangements with the grave digger for the spoil to be removed, when deemed necessary.

## **7. Garden of Remembrance**

(a) The Committee considered a letter date 29th June 2005 and accompanying report and plans from the treasurer of the Hartley and District Horticultural Society in respect of the reorganisation and replanting of the Garden of Remembrance, whilst it is being rested. The Committee favoured the proposals put forward by the Society, but suggested that residents should be invited to express their views on the matter.

RESOLVED: That, (1) the proposals, as set out in the report submitted by the Hartley and District Horticultural Society be accepted in principle, subject to any views or concerns expressed by residents, (2) the views of residents in respect of the Council's plans for the Garden of Remembrance be invited, by placing an article in the next edition of the Council's newsletter and displaying a notice in the Burial Ground, (3) the local churches be informed of the Council's proposals and invited to comment and, (4) costings be obtained in respect of the proposals.

(b) The Committee considered matters arising from the visual inspection undertaken by Members of the Committee before the meeting. It was reported that quotations were being sought in respect of the re pointing of the paving slabs in the Garden of Remembrance. One contractor had requested the slabs that require re pointing be identified and Cllr Barnett agreed to mark with chalk the joints that require re pointing and the slabs that require lifting and re laying. Another contractor suggested pressure washing the slabs before carrying out any repairs to the pointing and informed the Council he would include this work within his quotation.

RESOLVED: That, Mr Munday be asked to clean the slabs in the Garden of Remembrance by means of pressure washing in advance of the re pointing works.

## **8. New Garden of Remembrance**

(a) There were no matters arising from the site inspection. It was reported that two quotations for the construction of a new plinth are being sought.

## **9. Closed Church Yard**

(a) The Committee considered a request from the PCC concerning the spoil from the archaeological dig. The dig has created a great deal of spoil and the PCC does not wish to double handle it in order to keep the site clean and tidy. This being the case, they have requested that the excess spoil be used to level off the area of uneven ground between the graves to the north of the churchyard and have stated that they will make good the area around the excavation and the new build at a convenient time. The Committee expressed a number of concerns relating to this request.

It was reported that the watering can in the closed church yard had developed a leak.

RESOLVED: That, (1) the PCC be invited to attend a meeting at the closed church yard to discuss the matter further and (2) the Clerk be authorised to purchase a new watering can.

(b) There were no matters arising from the site inspection.

## **10. New Burial Ground**

The Committee briefly considered a possible layout for the new Burial Ground. Some concerns were expressed over the bramble in Foxborough Wood, which if not controlled by the adjoining landowner would encroach onto the Burial Ground and in particular affect the any new planting along that boundary. The provision of a 6 foot high close boarded fence may prevent the bramble from encroaching, in which case it would be necessary to screen any new fence with suitable shrubs, but the Committee agreed this should be considered in further detail at some time in the future.

The Committee considered that there may not be sufficient space behind the container on land owned by the Council for a path to be set out and bordered on either side with a beech hedge. It was reported that quotations are being sought for planting a new beech hedge from the car park, extending behind the Pavilion and along the boundary between the proposed new Burial Ground and Manor Field. The Committee held the view that trees shelters would not be required for the new hedging plants and that they could be planted directly into the ground. The Committee expressed concerns about the amount of bramble on the line of the proposed new beech hedge.

RESOLVED: That, the Clerk be authorised to spend upto to a sum of £150 in order to make arrangements for the bramble to be cut back and sprayed.

#### **11. Kent County Council Member Community Scheme**

The Committee considered whether there were any projects suitable for consideration for funding through the Kent County Council Member Community Scheme, but did not come forward with any suggestions.

#### **12. Correspondence**

RESOLVED: That, ABA information number 30, April to June 2005 be noted.

#### **13. Date of the next meeting**

Tuesday 18<sup>th</sup> October 2005 at 6.00 p.m. at Hartley Library.

A site inspection will take place on 18<sup>th</sup> October 2005 at 10.00 a.m. in the Hartley Burial Ground.

The meeting closed at 7.35 p.m.

Signed:.....  
Chairman

Date:.....

**APPENDIX 1**

**Hartley Parish Council  
 Summary of Receipts and Payments  
 Cost Centre 4 Burial Grounds**

Code	Title	Receipts		Payments		Net Position
		Estimated	Actual	Estimated	Actual	Underspend (+) /Overspend (-)
90	Grass cutting			800.00	257.00	543.00
91	General maintenance			600.00		600.00
92	Maintenance contract			1,800.00	415.50	1,384.50
93	Spoil removal			300.00		300.00
94	Plinth					0.00
95	Graves/interments	1,520.00	720.00			-800.00
96	Interment of ashes	560.00	280.00			-280.00
97	Memorials	360.00	155.00			-205.00
98	Plaques	140.00	140.00			0.00
99	New B/G grass cut			125.00		125.00
100	New B/G advance wks			1,000.00	14.90	985.10
101	All/St grass cut			600.00	200.00	400.00
102	All/St gen main			500.00		500.00
103	Health and Safety			500.00		500.00
104	Lay by					0.00
105	Blue Sacks			50.00	27.00	23.00
<b>NET TOTAL</b>		<b>2,580.00</b>	<b>1,295.00</b>	<b>6,275.00</b>	<b>914.40</b>	<b>4,075.60</b>
<b>V.A.T.</b>			<b>0.00</b>		<b>4.72</b>	
<b>GROSS TOTAL</b>			<b>1,295.00</b>		<b>919.12</b>	



