

HARTLEY PARISH COUNCIL

The Parish Council Office, Hartley Library, Ash Road, Hartley, Longfield, Kent DA3 8EL
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10th January 2007

Dear Councillor

You are invited to attend a meeting of the Burial Grounds and Garden of Remembrance Committee to be held on **Tuesday 16th January 2007** commencing at **6.00 p.m.** at the **Pavilion, Manor Field, Church Road.**

Yours sincerely

Julie Hoad
Proper Officer

Members of the Committee are invited to inspect the Burial Ground, Gardens of Remembrance and Closed Church Yard before the committee meeting. Please meet in the Burial Ground on **Tuesday 16th January 2007 at 2.00 p.m.**

AGENDA

1. Apologies for absence

To receive apologies for absence.

2. Declarations of Interest

To receive Members' declarations of interest.

3. Minutes

To approve the minutes of the meeting of the Burial Ground and Garden of Remembrance Committee held on 3rd October 2006 as a correct record. (Annexed).

4. Financial Report

To receive and note a financial report indicating the current net position of the Burial Ground and Garden of Remembrance Committee as at 10th January 2007. (Annexed).

5. Fees

To consider the charges for the burial ground and gardens of remembrance, effective from 1st April 2006 to 31st March 2007.

(Annexed – charges for the current year. As a comparison the charges for the Ash Burial Ground and the PCC fee schedule have been annexed for members' information).

6. Burial Ground

(a) To consider any matters arising from the site inspection.

(b) To confirm the Clerk's action to make arrangements for 3 no fence panels to be replaced in the Burial Ground along the boundary with Hartley Court, which were damaged last week by high winds.

(c) To note that the owners of Hartley Court have been advised of fungus growing on a tree located on their land adjacent to the boundary with the Burial Ground, which may be detrimental to the tree.

7. Garden of Remembrance

To consider any other matters arising from the site inspection.

8. New Garden of Remembrance

(a) To consider any matters arising from the site inspection.

(b) To consider quotations received in respect of the construction of a plinth in the new garden of remembrance as set out below:

D S Carpentry & Construction for the sum of £630 plus VAT

T S Brickwork Building Services for the sum of £1,069.25 plus VAT

9. Closed Church Yard

(a) To consider any matters arising from the site inspection.

(b) To consider an e mail dated 3rd November 2006 from the Chairman of the Parish Buildings Committee. (Annexed).

(c) To consider a quotation for the sum of £35.00 from T D Munday to cut the ornamental hedge both sides of the lych gate and remove arisings to the spoil heap in the Burial Ground.

(d) To consider a quotation for the sum of £35.00 from T D Munday to cut the hedge located next to the highway to the south of the lych gate and remove arisings to the spoil heap in the Burial Ground.

10. Parking outside All Saints Church

At the last Council meeting an issue surrounding parking outside All Saints Church was raised during the public adjournment. The Rector has been advised of the issue and has responded accordingly. (Annexed).

The Committee is requested to give this matter due consideration.

11. New Burial Ground

Condition 2 of the planning permission granted on 24th August 2006 for the provision of a new burial ground states,

“No development shall be carried out on the land until full details of both hard and soft landscape works have been submitted to and approved in writing by the Council. Those details shall include:- planting plans (identifying existing planting, plants to be retained and new planting), - written specifications (including cultivation and other operations associated with plant and grass establishment), - schedules of new plants (noting species, size of stock at time of planting and proposed number/densities where appropriate), and – a programme of implementation.”

A draft planting scheme has been circulated to Committee Members and a number of comments returned. The Committee is requested to consider these comments and agree a suitable hard and soft landscaping scheme for submission to Sevenoaks District Council. (Annexed)

12. Association of Burial Authorities

To receive and note ABA Info no 35. (Annexed).

13. Date of the next meeting

List of attached documents

1. Minutes of the meeting held on 3rd October 2006
2. Financial report dated 10th January 2007
3. Charges for Hartley Burial Ground for the current year.
4. Charges for the Ash Burial Ground
5. PCC fee schedule
6. E mail dated 3rd November 2006 from the Chairman of the Parish Buildings Committee
7. E mail dated 5th January 2007 from the Rector
8. Proposed soft planting scheme in the New Burial Ground and Members comments
9. ABA Info no 35

Committee membership

Cllr Mr A Barnett
Cllr Mrs Y Coutts
Cllr Mr M Harris (ex officio)

Cllr Mrs J Burns
Cllr Mr J Gaywood (ex-officio)
Cllr Mrs A Oxtoby