

## HARTLEY PARISH COUNCIL

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29<sup>th</sup> August 2007

Dear Councillor

You are invited to attend a meeting of the Burial Grounds and Gardens of Remembrance Committee to be held on **Tuesday 4<sup>th</sup> September 2007** commencing at **6.00 p.m.** at the **Pavilion, Manor Field.**

Yours sincerely

**Julie Hoad**

Proper Officer

Members of the Committee are invited to convene in the closed church yard on Tuesday **4<sup>th</sup> September 2007 at 5.00 p.m.** to meet with the Members of the PCC's Building Committee to discuss the possible provision of a water supply to the Burial Ground and to discuss the access arrangements to the proposed extension to the Church. This will be followed by an inspection of the Burial Ground, Gardens of Remembrance and Closed Church Yard.

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### 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 Grounds and Gardens of Remembrance Committee held on 18<sup>th</sup> June 2007 as a correct record. (Annexed).

**4. Financial Report**

To receive and note a financial report indicating the current net position of the Burial Grounds and Gardens of Remembrance Committee as at 29<sup>th</sup> August 2007. (Annexed).

**5. Budget 2008/09**

To consider the draft budget for the Burial Grounds and Gardens of Remembrance Committee for 2008/09. (Annexed).

**6. Fees for the Burial Ground**

At the last meeting the Committee reviewed the annual charge of £25 on the use of the car park in Manor Field by All Saints Church for weddings, funerals and christenings and it was resolved that enquiries be made on the usage of the car park by All Saints Church.

The Parish Administrator has confirmed that the Church has never kept any records on the use of the car park and on occasions has asked to use the car park as an overflow on the day, but then never used it.

The Committee is requested to note the report and consider whether it wishes to amend the annual charge levied on the Church.

#### **7. Burial Ground**

- (a) To consider any matters arising from the site inspection.
- (b) To consider a quotations to remove the spoil from the Burial Ground.  
£285.00 plus VAT for the hire of a grab lorry based on a 14 metre load  
£90.00 plus VAT for labour from MDH Contractors

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

- (a) To consider any other matters arising from the site inspection.
- (b) To note that the hose and reel, the purchase of which was authorised at the last meeting of the Committee, was stolen from the shed in Burial Ground sometime over the weekend of 11/12<sup>th</sup> August 2007. The Police have been informed.

#### **9. New Garden of Remembrance**

- (a) To consider any matters arising from the site inspection.
- (b) To authorise the expenditure of £65.50 to purchase a new chain to replace the stolen rope and to note that Mr Munday has been instructed to fit the new chain.

#### **10. Closed Church Yard**

- (a) To consider any matters arising from the site inspection.
- (b) To consider any advice that may be available for the meeting regarding repairs to two memorials in the Closed Church Yard.

#### **11. New Burial Ground**

To consider quotations received for the planting of a new beech hedge to screen the proposed Burial Ground. The quotations will be available at the meeting.

#### **12. Memorial Safety**

At the last meeting of the Committee, it was resolved that further guidance on the methods of testing employed on memorials be sought from memorial masons and other companies offering this service.

The Committee is requested to consider the testing regime to be utilised by Tonbridge & Malling Borough Council, which is an approach being followed by a number of other local authorities responsible for the maintenance of burial grounds. (Annexed – Extract from the website and report of 8<sup>th</sup> January 2007 to the Leisure Facilities, Culture and Youth Advisory Board).

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

**List of attached documents**

1. Minutes of the meeting held on 18<sup>th</sup> June 2007
2. Financial report dated 29<sup>th</sup> September 2007
3. Draft Budget 2008/09
4. Extract from the website and report of 8<sup>th</sup> January 2007 to the Leisure Facilities, Culture and Youth Advisory Board

Committee membership

Cllr Mr A Barnett

Cllr Mr J Gaywood (ex-officio)

Cllr Mr J Minns

Cllr Mrs J Burns

Cllr Mr M Harris (ex officio)

Cllr Mrs A Oxtoby



