

HARTLEY PARISH COUNCIL

The Parish Council Office, Hartley Library, Ash Road, Hartley, Longfield, Kent DA3 8EL
Tel/Fax No: 01474 709441
E mail mail@hartleyparishcouncil.com

23rd August 2010

Dear Councillor

You are invited to attend a meeting of the Burial Grounds and Gardens of Remembrance Committee to be held on **31st August 2010** commencing at **7.30 p.m.** at **Hartley Library, Ash Road.**

Yours sincerely

Julie Hoad
Proper Officer

A visual inspection of the Burial Ground, Gardens of Remembrance and the Closed Church yard will take place at on **31st August 2010 at 9.00 a.m.**

AGENDA

1. Apologies for absence

To receive apologies for absence.

2. Declarations of Interest

To receive Members' declarations of interest.

3. Minutes

(WHITE)

To approve the minutes of the meeting of the Burial Grounds and Gardens of Remembrance Committee held on 18th May 2010 as a correct record. (Annexed).

4. Financial Report

(BLUE)

To receive and note a financial report indicating the current net position of the Burial Grounds and Gardens of Remembrance Committee as at 23rd August 2010. (Annexed).

Background document

Financial report dated 23rd August 2010.

5. Burial Procedures

To consider legal advice in respect of burials in Hartley Burial Ground.

Background document

Letter dated 14th May 2010 from HPC to KALC (YELLOW)

E mail dated 20th May 2010 from NALC's legal advisor (GREEN)

6. Fees for 2011/12

To consider the scale of charges in respect of Hartley Burial Ground for 2011/12.

(CREAM)

Background document

[Scale of charges 1st April 2010 to 31st March 2011](#)

Fees charged by Ash-cum-Ridley Parish Council effective to 31st March 2011

7. Budget 2011/12

(WHITE)

To consider the 2011/12 budget for the Burial Grounds and Gardens of Remembrance.

Background document

Draft budget 2011/12

New Burial Ground legal fees expended to date

8. Burial Ground

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

(b) To consider a retrospective memorial application on grave number 400 for the late Malgosia Anna Bober. (Annexed). **(PINK)**

Background document

[Application to erect a memorial: g400 for the late M A Bober](#)

(c) To consider an application to install a new marble plaque in the existing kerbstone on g 128 for the late Elsie Hitchcock with the inscription "In loving memory of Elsie Essam".

(d) To consider future arrangements for the removal of the spoil from the Burial Ground.

9. Garden of Remembrance

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

(b) To consider two quotations received in respect of repairs to the paving slabs in the Garden of Remembrance.

(c) To consider a quotation to re-point the paving slabs in the Garden of Remembrance (labour only). For previous repairs the Council has supplied Feb Geofix wide jointing compound.

(d) To consider an e mail dated 17th August 2010 from a relative of the late Colin Amos, who was recently interred in the old Garden of Remembrance. Colin Amos was not a resident of the parish and therefore should be charged treble fees. The relative has requested the Council, for the reasons set out in the email, apply single fees. **(DARK YELLOW)**

Background document

E mail dated 17th August 2010 from the relative of Colin Amos

10. New Garden of Remembrance

To consider any matters arising from the visual inspection.

11. Closed Church Yard

To consider any matters arising from the visual inspection.

12. All Saints Church

To consider any quotations received in respect of the refurbishment of the Council's noticeboard in the churchyard.

13. Memorial Safety Programme and Testing Policy **(DARK GREEN)**

At the last meeting of the Burial Grounds and Gardens of Remembrance Committee it was resolved that the grave owner/s of the six unstable memorials identified by Memsafe during an inspection on 7th April 2010 be advised of the fault and be asked to inform the Council how and when they intend to remedy the fault.

The Committee is requested to consider a report relating thereto. (Annexed)

Background document

Report on unstable memorials as identified by Memsafe during a safety inspection

14. New Burial Ground

At a meeting of the Amenities and Open Spaces Committee held on 5th August 2010 it was resolved that the provision of a close boarded fence to form a boundary in the new Burial Ground be referred to the Burial Grounds and Gardens of Remembrance Committee for consideration.

15. Date of the next meeting

List of circulated documents

1. Minutes of the meeting of the Burial Grounds and Gardens of Remembrance Committee held on 18th May 2010. **(WHITE)**
2. Financial report indicating the current net position of the Burial Grounds and Gardens of Remembrance Committee as at 23rd August 2010. **(BLUE)**
3. Letter dated 14th May 2010 from HPC to KALC. **(YELLOW)**
4. E mail dated 20th May 2010 from NALC's legal advisor. **(GREEN)**
5. Scale of charges - Hartley Burial Ground - 1st April 2010 to 31st March 2011 **(CREAM)**
6. Application to erect a memorial g 400 **(PINK)**
7. E mail dated 17th August 2010 from relative of late Colin Amos **(DARK YELLOW)**
8. Report on unstable memorials as identified by Memsafe during a safety inspection **(DARK GREEN)**

Committee membership

Cllr A Barnett
Cllr R Coates
Cllr Mr J Minns
Cllr Mr B Ramsay

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