

**MINUTES OF THE MEETING OF THE  
BURIAL GROUNDS AND GARDENS OF REMEMBRANCE COMMITTEE  
HELD ON 6<sup>th</sup> OCTOBER 2010 AT 4.00 p.m. AT HARTLEY LIBRARY.**

**Present :** Cllr A Barnett  
Cllr Mrs J Burns  
Cllr R Coates  
Cllr J Gaywood  
Cllr Mrs A Oxtoby (Chairman)  
Cllr J Minns  
Cllr B Ramsay

**In attendance :** Mrs J Hoad (Clerk)  
Rev J Fletcher  
4 members of the public

**1. Apologies for absence**

There were no apologies for absence.

**2. Declarations of Interests**

Cllr R Coates declared a personal interest under minute item 5 in respect of matters relating to the new Garden of Remembrance, as his wife's parents were interred in the new Garden of Remembrance.

**3. Minutes of the last meeting**

RESOLVED: That, the minutes of the meeting of the Burial Ground and Gardens of Remembrance Committee held on 31<sup>st</sup> August 2010 be approved and signed by the Chairman as a correct record.

**4. Financial Report**

The Committee examined a financial report indicating the current net position of the Burial Grounds and Gardens of Remembrance Committee as at 30<sup>th</sup> September 2010.

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

**5. Gardens of remembrance**

**(a) Application to add an inscription on the bronze plaque in memory of the late John Eggleton**

The Committee considered an application to add an inscription to a bronze plaque on the memorial wall in the Garden of Remembrance. The applicant had requested her mother's details be added to a plaque already in place at the Garden of Remembrance in memory of her late father. The Committee considered representations from the Rector in support of the applicant, as contained in a letter dated 22<sup>nd</sup> September 2010.

*The meeting was adjourned at 4.05 p.m. to consider representations from the applicant and the Rector.*

*The meeting resumed at 4.15 p.m.*

The Committee was reminded of the Council's policy relating to the fitting of bronze memorial plaques on the memorial wall in the Garden of Remembrance. At a meeting held on 12<sup>th</sup> April 2010 the Council approved a recommendation from the Burial Grounds and Gardens of Remembrance Committee, (as contained in the minutes of the meeting of the Burial Grounds and Gardens of Remembrance Committee held on 23<sup>rd</sup> March 2010, page 2 minute item 6(b)), that "*the request for a bronze plaque to be fitted on the memorial wall around the Garden of Remembrance if no ashes were to be interred in either the old or new Garden of Remembrance be declined*".

The Committee was advised that the plaque in memory of the applicant's late father was fitted in 1987, despite the fact that his ashes had not been interred in the old Garden of Remembrance. The Committee was further advised that the ashes of the applicant's late mother were also not interred in the new Garden of Remembrance. The Committee was not aware of the rules in place in relation to the old Garden of Remembrance in 1987, but felt that the practices adopted at that time were more relaxed.

RESOLVED: That, the Council's policy in respect of the fitting of memorial plaques in the Garden of Remembrance where no ashes were interred in either the old or new Garden of Remembrance be upheld and the request to place an additional inscription on the bronze plaque fitted to the memorial wall in the Garden of Remembrance in memory of the late John Eggleton be declined.

### **Order of business**

RESOLVED: That, pursuant to Standing Order 26(d) the order of business be altered to consider the review of the rules and regulations relating to the Burial Ground and Gardens of Remembrance in advance of the application to inter the ashes of the late Edith Elizabeth Day.

#### **(b) Review of the rules relating to the Burial Ground and Gardens of Remembrance**

The Committee noted an anomaly between the rules relating of the Burial Ground and Gardens of Remembrance. The rules relating to the Burial Ground state, "***the right of burial within the Burial Ground will be restricted to residents of Hartley or those who have had strong connections to the village in the past***", whereas the rules relating to the new Garden of Remembrance state, "***interment of ashes in the new Garden of Remembrance shall be restricted to residents of the parish or to those practicing their faith within the parish.***"

Cllr Mrs Oxtoby proposed and Cllr Mrs Burns seconded that rules and regulations relating to the Gardens of Remembrance be amended to state, "***2....Interment of ashes in the new Garden of Remembrance shall be restricted to residents of the parish or to those who have had strong connections to the village in the past or to those practicing their faith within the parish.***"

Cllr Ramsay proposed and Cllr Gaywood seconded an amendment to delete the words "...or to those who have had strong connections to the village in the past.." and insert the words "...or people who have had to move for assisted care reasons..". On being put to the vote the amendment was LOST.

Cllr Gaywood proposed and Cllr Minns seconded an amendment to delete the words “...or to those who have had strong connections to the village in the past..” and insert the words “...or those who live within the locality..”. On being put to the vote the amendment was LOST.

The substantive motion was put to the vote.

RECOMMENDED: That, the rules and regulations in respect of the Gardens of Remembrance, as set out in appendix 2 attached to these minutes, be approved.

(c) Application to inter the ashes of the late Edith Elizabeth Day in the new Garden of Remembrance

The Committee considered a request for the ashes of the late Edith Elizabeth Day to be interred in the new Garden of Remembrance. The Committee was advised that the late Edith Elizabeth Day had been a resident of Turners Oak in New Ash Green for the 2 years immediately preceding her death and that prior to this she had lived in Hartley for 17 years. The Committee was informed that she had not practised her faith in any of the churches in the parish. The Committee noted that the application to inter the ashes of the late Edith Elizabeth Day did not meet the criteria of the current rules relating Gardens of Remembrance, as she was not a resident of the parish and she did not practice her faith within the parish.

RESOLVED: That, the application to inter the ashes of the late Edith Elizabeth Day in the new Garden of Remembrance be granted, subject to the amendment of the rules and regulations, as set out in appendix 2 attached to these minutes, being approved by the Council at its meeting to be held on 11<sup>th</sup> October 2010.

**6. Date of the next meeting**

Wednesday 1<sup>st</sup> December 2010 at 4.00 p.m.

A visual inspection of the Burial Ground, Gardens of Remembrance and closed Church Yard would be held before the start of the meeting at 3.30 p.m.

The meeting closed at 4.50 p.m.

Signed:.....  
Chairman

Date:.....

**Hartley Parish Council  
Summary of Receipts and Payment  
(as at 30<sup>th</sup> September 2010)  
Burial Grounds and Gardens of Remembrance**

Title	Receipts		Payments		Net Position Underspend (+) /Overspend (-)
	Estimated	Actual	Estimated	Actual	
Grass cutting General maintenance			1,050.00	580.00	470.00
Maintenance contract			1,000.00		1,000.00
Spoil removal Plinth			1,750.00	846.20	903.80
Graves/interments			450.00		450.00
Graves/interments	1,320.00	2,100.00			780.00
Interment of ashes	1,020.00	945.00			-75.00
Memorials	450.00	725.00			-275.00
Plaques	600.00	385.00			-215.00
New B/G grass cut			450.00		450.00
New B/G advance wks			6,500.00	100.00	6,400.00
All/St grass cut			750.00	440.00	310.00
All/St gen main			200.00		200.00
Health and Safety Lay by			500.00	580.15	-80.15
Blue Sacks			50.00	102.43	-52.43
<b>NET TOTAL</b>	<b>3,390.00</b>	<b>4,155.00</b>	<b>12,700.00</b>	<b>2,648.78</b>	<b>10,816.22</b>
V.A.T.		0.00		136.96	
<b>GROSS TOTAL</b>		<b>4,155.00</b>		<b>2,785.74</b>	

## **PARISH COUNCIL OF HARTLEY GARDENS OF REMEMBRANCE RULES AND REGULATIONS**

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These rules and regulations are designed to preserve the peace, beauty and serenity of the Gardens of Remembrance for all.

1. The Gardens of Remembrance will be maintained by the Parish Council.
2. There shall be no exclusive right of space allocated for any interment of ashes. Interment of ashes in the new Garden of Remembrance shall be restricted to residents of the parish *\*or to those who have had strong connections to the village in the past* or to those practicing their faith within the parish.
3. A maximum of two interments of ashes are allowed in one single plot in the new Garden of Remembrance.
4. The burial of caskets is not permitted in the new Garden of Remembrance.
5. No wreaths, vases or floral tributes shall be placed on the Gardens, in the precincts thereof or around the walls. Flowers may be left on the plinth adjacent to the Gardens.
6. No planting of trees, shrubs or plants is permitted.
7. The Parish Council reserves the right to remove any item which contravenes these regulations.
8. Plaques may be fitted to the wall surrounding the Garden of Remembrance, (see paragraph 9 below) and/or memorials may be laid on the ground to mark the position of the interment, (see paragraph 10, 11 and 12 below).
9. Plaques fixed to the wall surrounding the Garden of Remembrance shall be formed of bronze and be of a similar size and design to existing. Plaques shall not exceed 75 letters or figures and shall be placed strictly in chronological order.
10. Memorials in the new Garden of Remembrance marking the space where ashes have been interred shall be of black granite.
11. Stone memorials shall not exceed 8” by 6” (200mm by 150mm) in size and a copy of every inscription, the form, dimensions and material of every memorial shall be submitted to the Clerk at the Parish Office for approval by the Burial Authority.
12. Inscriptions on stone memorials shall be restricted to include name/s, date/s of birth and date/s of death only and shall be restricted to details of two interments per tablet. Style of lettering on stone memorials to match existing. No further embellishment around the memorial is permitted.
13. A Book of Remembrance is kept in All Saints Church in the Chancel where you are welcome to place your flowers nearby.