

**MINUTES OF THE MEETING OF THE
BURIAL GROUNDS AND GARDENS OF REMEMBRANCE COMMITTEE
HELD ON 1st DECEMBER 2010 AT 4.00 p.m. AT HARTLEY LIBRARY.**

Present : Cllr Mrs J Burns
Cllr Mrs A Oxtoby (Chairman)
Cllr B Ramsay

In attendance : Mrs J Hoad (Clerk)

Due to the adverse weather conditions the Committee did not undertake a visual inspection of the Hartley Burial Ground and Closed Churchyard before the meeting.

1. Apologies for absence

Apologies for absence had been received from Cllr A Barnett, Cllr R Coates, Cllr J Gaywood and Cllr J Minns.

2. Declarations of Interests

There were no declarations of interest.

3. Minutes of the last meeting

RESOLVED: That, the minutes of the meeting of the Burial Ground and Gardens of Remembrance Committee held on 6th October 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 25th November 2010.

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

5. Hartley Burial Ground

(a) No visual inspections had taken place before the meeting. However the Chairman reported that she had visited Hartley Burial Ground on 29th November 2010 and that she had noted no damage had occurred to the ground from the marquee following the Dedication Service on 28th November 2010. She reported that new steps had been formed next to the narrower gate leading into Hartley Burial Ground and confirmed that the tap next to the Garden of Remembrance had been properly boxed-in. The work to lay paving slabs under the dustbins was still outstanding.

RESOLVED: That the report be noted and enquiries be made with the Church Authorities about the provision of new steps by the entrance gate into Hartley Burial Ground.

(b) The Committee considered a letter dated 19th October 2010 from a resident of the parish requesting permission for a plaque to be placed in the Garden of Remembrance in memory of her late son. The Committee was advised that the son's

ashes had not been interred in the Garden of Remembrance. The Committee was reminded of the Council's policy not to permit the placing of memorial plaques where no ashes had been interred in the Garden of Remembrance, (as recommended by the Burial Grounds and Gardens of Remembrance Committee on 23rd March 2010 and approved by the Council on 12th April 2010).

The resident had also requested that in the event her application for a memorial plaque was declined, whether the Council would permit his ashes to be interred in the Garden of Remembrance. The resident had informed the Council that her son had not married and was without a partner and therefore she was the next-of-kin. In her letter the resident had advised the Council that her children had lived in the parish until they left for work, university or college. The Committee understood that he had left the parish sometime ago and, whilst the Committee had great sympathy for her situation, it was felt that the connection was not sufficiently strong to permit the ashes to be interred in the Garden of Remembrance.

RESOLVED: That, the request for a memorial plaque to be placed in the Garden of Remembrance be declined and the request for the interment of ashes as set out in a letter dated 19th October 2010, with regret, be declined.

(c) The Committee considered a letter dated 22nd October 2010 complaining about the Council's policy to charge treble fees on all fees relating to Hartley Burial Ground and under the circumstances the resident had decided not to proceed with the interment of ashes of the late Edith Day in the Garden of Remembrance at Hartley Burial Ground.

RESOLVED: That, the letter dated 22nd October 2010 be received and noted, and a suitable response be sent.

6. Garden of Remembrance

No visual of inspections had taken place before the meeting.

7. New Garden of Remembrance

No visual inspections had taken place before the meeting.

8. Closed Churchyard

(a) No visual inspections had taken place before the meeting.

(b) The Committee considered two quotations, as set out below, in respect of the refurbishment of the Council's noticeboard.

Contractor	Works	Quotation sum
Alltype Signs	To collect sign and remove old paintwork, renovate and repaint/repair, addition of peg board to face, with gold lettering to top of sign.	£175.00
	Fixing in Hartley with concrete bases to ground	<u>£125.00</u>
	Total	£300.00
Gerry Glidewell	Replace headboard to read "HARTLEY PARISH COUNCIL" and contact details	£90.00
	Cover lower half with exterior pinboard	£45.00

Paint framework in white Weathershield	£60.00
Supply and fit 2 concrete spurs and fix sign	<u>£140.00</u>
TOTAL	£335.00

The Committee noted that the builder undertaking the extension works at All Saints Church had fitted two concrete spurs for the Council's noticeboard and therefore the quotations received would need to be modified accordingly. The Committee questioned whether the noticeboard should be relocated to a different position in the Churchyard, and the style and colour of the sign writing quoted by Mr Glidewell.

RESOLVED: That, the quotation from Gerry Glidewell to renovate the noticeboard in the Closed Churchyard be accepted, subject to clarification on the style and colour of the sign writing and suitable adjustments to the quotation in respect of the concrete spurs.

(c) It was reported that the Dedication Service held on 28th November 2010 had been very successful and that the Chairman of the Council had attended the service.

9. New Burial Ground

There was nothing to report on progress to extend the rights of access and modify the restrictive covenants at Manor Field for burial purposes, further to that reported at the meeting of the Finance & General Purposes Committee held on 1st December 2010.

10. Date of the next meeting

Wednesday 16th February 2011 at 4.00 p.m.

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

The meeting closed at 4.45 p.m.

Signed:.....
Chairman

Date:.....

Hartley Parish Council
Summary of Receipts and Payment
(as at 25th November 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	796.00	254.00
Maintenance contract			1,000.00	460.00	540.00
Spoil removal Plinth			1,750.00	1,123.20	626.80
Graves/interments			450.00		450.00
Graves/interments	1,320.00	2,820.00			1,500.00
Interment of ashes	1,020.00	1,575.00			555.00
Memorials	450.00	725.00			275.00
Plaques	600.00	605.00			5.00
New B/G grass cut New B/G advance wks			450.00		450.00
All/St grass cut			6,500.00	100.00	6,400.00
All/St gen main			750.00	600.00	150.00
Health and Safety			200.00		200.00
Lay by Blue Sacks			500.00	580.15	-80.15
			50.00	102.43	-52.43
NET TOTAL	3,390.00	5,725.00	12,700.00	3,761.78	11,273.22
V.A.T.		0.00		136.96	
GROSS TOTAL		5,725.00		3,898.74	