

## HARTLEY PARISH COUNCIL

The Parish Council Office, Hartley Library, Ash Road, Hartley, Longfield, Kent DA3 8EL  
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31<sup>st</sup> March 2011

Dear Councillor

You are invited to attend a meeting of the Burial Grounds and Gardens of Remembrance Committee to be held on **Wednesday 6<sup>th</sup> April 2011** commencing at **4.00p.m.** at **Hartley Library, Ash Road.**

Yours sincerely

**Julie Hoad**  
Proper Officer

A visual inspection of Hartley Burial Ground and the Closed Churchyard will take place at 3.30 p.m. on 6<sup>th</sup> April 2011. Members are invited to convene at Hartley Burial Ground.

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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**

**(WHITE)**

To approve the minutes of the meeting of the Burial Grounds and Gardens of Remembrance Committee held on 9<sup>th</sup> February 2011 as a correct record. (Annexed).

**Pursuant to Standing Order 1 (d) the Chairman will invite members of the public to express an interest should they wish to make representations, answer questions or give evidence in respect of any item of business included in the agenda.**

#### **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 31<sup>st</sup> March 2011. (Annexed).

Background document

*Financial report dated 31<sup>st</sup> March 2011.*

## **5. Hartley Burial Ground**

- a) To consider any matters arising from the visual inspection.
- b) To consider a quotation to repair the chestnut paling fence in the north west corner of Hartley Burial Ground.
- c) To consider a quotation for repairs to the fence panels and posts in the south east corner of Hartley Burial Ground, on the boundary with Hartley Court.
- d) To receive a report on a meeting with Stewart Grainger to discuss the Committee's concerns about the drainage below the water point in Hartley Burial Ground.
- e) To consider an application for a memorial to be erected on the grave of the late Michael James Perry.

## **6. Garden of Remembrance**

To consider any matters arising from the visual inspection of the Garden of Remembrance.

## **7. New Garden of Remembrance**

- a) To consider any matters arising from the visual inspection of the new Garden of Remembrance.
- b) An application has been received for a black granite stone tablet to be placed in the new Garden of Remembrance, marking the plot where a husband and wife's ashes were recently interred together.

The wife was a Hartley resident at the time of her death and the husband resided in Longfield at the time of his death. Under the current fee structure for Hartley Burial Ground, single fees are charged for residents of Hartley and treble fees are charged for non residents of Hartley.

The Committee is requested to consider the fee to be charged for the approval of the stone tablet.

## **8. Closed Churchyard (PINK)**

- a) To consider any matters arising from the visual inspection of the Closed Churchyard.
- b) To consider an email dated 24<sup>th</sup> February 2011, received from the Church Authorities regarding the siting of the Parish Council's notice board. (Annexed).

## **9. New Burial Ground**

To update Members on progress to provide a new Burial Ground at Manor Field.

## **10. Memorial Safety Programme and Testing Policy**

At the meeting of the Burial Grounds & Gardens of Remembrance Committee held on 9<sup>th</sup> February 2011, it was resolved that a quotation be invited from Memsafe to re-inspect four memorials in Hartley Burial Ground.

The Committee is requested to consider the quotation from Memsafe Memorials (if available)

### **11. Institute of Cemetery and Crematorium Management**

To receive and note the Spring issue of The Journal, a publication produced by the ICCM.

### **12. Burial Policies - Public sector equality duty (YELLOW)**

To consider a report on Hartley Parish Council's burial policies in light of the Equality Act 2010 which came into force for public bodies on 5<sup>th</sup> April 2011.

Background document

*Report on Equality Act 2010*

### **13. Date of Next Meeting**

#### **List of circulated documents**

1. Minutes of the meeting of the Burial Grounds and Gardens of Remembrance Committee held on 9<sup>th</sup> February 2011. **(WHITE)**
2. Financial report indicating the current net position of the Burial Grounds and Gardens of Remembrance Committee as at 31<sup>st</sup> March 2011. **(BLUE)**
3. Email dated 24<sup>th</sup> February 2011, received from the Church Authorities **(PINK)**
4. Report on the Equality Act 2010 **(YELLOW)**

#### 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)