

## 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](mailto:mail@hartleyparishcouncil.com)

3<sup>rd</sup> January 2012

Dear Councillor

You are invited to attend a meeting of the Burial Grounds and Gardens of Remembrance Committee to be held on **Monday 9<sup>th</sup> January 2012** commencing at **3.30p.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 3.00 p.m. on **9<sup>th</sup> January 2012**. Members are invited to convene at Hartley Burial Ground.

---

### **AGENDA**

#### **1. Apologies**

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 31<sup>st</sup> October 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 3<sup>rd</sup> January 2012. (Annexed).

*Background document*

*Financial report dated 3<sup>rd</sup> January 2012.*

## **5. Grass cutting and general maintenance contract 2012-2014**

To consider quotations received in respect of the grass cutting and general maintenance of Hartley Burial Ground, grass cutting at All Saints Churchyard and Hartley Green for the period 2012 – 2014.

*Background documents*

*Specification of works*

*Schedule of works*

*Analysis of grass cutting quotations 2012-14*

## **6. Fees for the use of the car park at Manor Field**

To review the fees for the use of the car park in Manor Field by All Saints Church for weddings, funerals and christenings.

The current charge is £25 per annum. The use of the car park has been extended to include special church services, such as Christmas Eve, where there is likely to large numbers of visitors to the Church.

## **7. Hartley Burial Ground**

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

(b) To consider a memorial application on the grave number 372 in respect of the late Angela Mary Clarke.

(c) To confirm the Clerk's actions to make arrangements for repairs to the fence between the Burial Ground and Hartley Court. The fence was damaged by high winds on 3<sup>rd</sup> January 2012 and will require the replacement of 2no fence panels, 2no posts and 2/3no metposts.

## **8. Garden of Remembrance**

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

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

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

## **10. Closed Churchyard**

To consider any matters arising from the visual inspection of the Closed Churchyard.

## **11. New Burial Ground**

To receive a report on progress to modify the covenants and extend the right of access on land at Manor Field for burial purposes.

## **12. ICCM**

To receive and note The Journal, Winter issue published by the Institute of Cemetery and Crematorium Management.

### 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 31<sup>st</sup> October 2011 **(WHITE)**
2. Financial report indicating the current net position of the Burial Grounds and Gardens of Remembrance Committee as at 3<sup>rd</sup> January 2012. **(BLUE)**

#### Committee membership

Cllr Mr L Abraham (ex-officio)  
Cllr Mr R Burchell  
Cllr Mrs J Burns  
Cllr Mr R Coates

Cllr Mrs V Fernley  
Cllr Mrs A Oxtoby (ex-officio)  
Cllr Mr B Ramsay