



BOX PARISH COUNCIL

MINUTES OF A MEETING OF THE CEMETERY MANAGEMENT COMMITTEE HELD BY ON 4th JULY 2022

- 1. Present:** Councillors: T. Walton (Chairman); R. Campbell;
H. Parker; S. Parker; M. Tye
Mrs Carey (Clerk)
- 2. Apologies:** Cllrs A. Barton; A. Woollard
- 3. Absent:** Cllr J. Clifford
- 4. Public Question Time:** There was one member of the public present
- 5. Election of Vice Chair:** Cllr Tim Walton was duly elected Vice Chair of the Committee and took the Chair in the absence of Cllr A. Woollard
- 6. Minutes:** The Minutes of the Meeting held 9th May 2022 were taken as read and was signed as being a true record
- 7. Matters Arising from the Minutes.**
 - a. Lodge Maintenance:**
Replacement windows: Photographs of the windows have been taken and sent to Architectural Bronze Casements Ltd for them to supply a ball park figure for the cost of replacement windows.
 - b. Chapel and Lodge roof:** Continue to monitor
 - c. Hobbs Memorial:** Clerk to ask Chris to clean the memorial
 - d. War Memorial:** Regularly monitor the condition of the memorial.
 - e. Trees:** Quotation for the survey received from two contractors. The Full Council had resolved to proceed with the quotation from Tree Parts Ltd in the sum of £895 + vat. This will be split between the Cemetery Management Committee and the Box Hill & Rudloe management Committee. The cost of future work to the trees in the Cemetery in Year 2 was agreed at £1250 + vat
 - f. Survey of top field:** The survey will be carried out on 5th and 6th of July
 - g. Hedges:** Money will be built up in the budget to enable the Committee to look at this again at a later date
 - h. Broken railing by the gates:** A representative from Arthur Cole had looked at this and will give a quote for this and also the stays for the gates.
 - i. Heating for the Book of Remembrance in the Chapel ante room:** Only a minimal amount of electricity had been used since the unit was installed. However, the standing charge will be high. Cllr Campbell reported that he has taken this issue up
 - m. Pots by the Chapel:** All the plants had been removed from the pots. Quotation for the supply and planting of the pots received in the sum of £194 + VAT which was agreed.
Post Minute Note: It was requested that this be put on hold in order to look into the possibility of the work being carried out by councillors
 - n. Plastic pots and cellophane:** A new bin had been put in for the collection of plastic waste.

- o. **Levelling of graves:** Tony Jones confirmed that the three green burial plots had been levelled. He will be looking at levelling the other graves. He confirmed that the concrete posts to mark the green burial sites had been put in
- p. **Artificial flowers:** The situation had improved.
- q. **The headstone on the "Sawyer" grave:** Quotation received from James Long in the sum of £240 + vat to remove the tree stump and refix the headstone. It was suggested that an alternative would be to lay the headstone down. It was agreed to look at this during the walkround.
- r. **Spoil dumped by the track at the ha ha:** Tony Jones had looked at this. There is about 11 tons of spoil to move for which he had quoted £460 + vat. It was agreed to look at this issue on the walkround to see if the spoil could be levelled out.
- s. **New trees at top of Cemetery:** Tony Jones confirmed that these are being watered regularly. He will put a tree guard round one of the trees which has had some of the bark stripped.
- t. **Removal of coppiced Hazel tree:** This is a very large tree. It was agreed that Daniel Part be asked to look at this as part of the work covered by the Tree Management Plan.
- u. **Secret Garden:** Tony Jones has suggested that this could be cleared and opened up. It was agreed to look at this on the walkround. Mr Jones to be invited to attend.

9. Climate Strategy Action Plan – SMART objectives:

The suggestions to carry forward are:

- **Planting of a hawthorn hedge in front of the fence:** look at with next year's budget – grants could be obtained for this
- **Privet hedges beside the track;** There are gaps in the hedges which need filling in
- It was felt that there were lots of planting opportunities in the Cemetery which would need to be discussed with next year's budget
- It was agreed to plant flowers along the bank under the front wall. It would need to be planned when to do this.
- Creation of a wildflower area along the bottom part of the old Cemetery in front of the stream
- Use of composting area – It was agreed to ask the contractors to put the leaves in the composting area and discuss use of green waste with them. Tony Jones agreed that they would tidy up the composting area and use them for the leaves

10. Health and Safety Issues:

- **Safety of headstones:** Cllrs Woollard, R. Campbell and H. Parker to carry out a further check of the headstones.
- **Gate into top field:** A new gate has been put up but it needs a proper end post and latch. The Committee will look at this on the walk round

11. Correspondence:

Tablet for cremated remains	-	Mike and Carole Williams	James Long
Replacement tablet	-	Philip Webster	James Long
Additional Inscription	-	Graham Callaway	James Long

12. Items of report and future Agenda items:

- **Walkround:** A walkround of the Cemetery was arranged for 2pm on Tuesday 2nd August Tony Jones and Daniel Part to be invited to join
- The benches in the Cemetery need cleaning. Clerk to ask the Groundsman to power wash these
- It was reported that there are a lot of mole hills in the top part of the Cemetery
- Tony Jones had removed some of the laurel branches which were overhanging graves behind the Chapel
- The tree by the entrance needs the lower branches taken off
- The visibility exiting out onto the A4 is poor as there is overgrowth on the right hand side.

Post Minute note: The Parish Steward has agreed to cut this back

- The visitors from the Twinning Committee, Sorigny have asked permission to put flowers in memory of Mike and Carole Williams and Barry Sims on the War memorial
- Wreaths on the War Memorial – Clerk to ask the Groundsman to remove these
- Forward Plan – Clerk to circulate a copy to the Committee

13. Date of next meeting: 5th September 2022

Meeting closed at 7.45 pm

Chairman

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