



BOX PARISH COUNCIL

MINUTES OF A MEETING OF THE CEMETERY MANAGEMENT COMMITTEE HELD BY ON 6th SEPTEMBER 2021

- 1. Present:** Councillors: A. Woollard (Chairman); A. Barton; R. Campbell; J. Clifford; H. Parker; T. Walton; S. Parker
Mrs Carey (Clerk)
- 2. Apologies:** Cllr R. Smith
The apologies were accepted
- 3. Absent:** Nil
- 4. Public Question Time:** There were no members of the public present
- 5. Actions:** See Appendix to the Minutes
- 6. Minutes:** The Minutes of the Meeting held on 5th July 2021 were taken as read and was signed as being a true record.
- 7. Matters Arising from the Minutes.**
 - a. **Lodge Maintenance:**
Parking area by Lodge: The work is scheduled to start on 20th September
 - b. **Chapel and Lodge Roof:** It was felt that a deep clean is not required at the present time. The Clerk will ask the Groundsmen to clean out the porch
 - c. **Hobbs Memorial:** Monitor regularly to see if any repairs are required
 - d. **War Memorial:** Regularly monitor the condition of the memorial.
 - e. **Trees:** Continue to check the trees on a regular basis
 - f. **Hedges:** Money will be built up in the budget to enable the Committee to look at this again at a later date.
 - g. **Secret Garden:** Continue to monitor the condition of the Secret Garden. It was suggested that a seat could be placed here.
 - h. **Composting of green waste:** A composting area has been created at the top part of the Cemetery and there is also an area near the shed in the bottom part of the Cemetery. ***Remove from the Minutes***
 - i. **Septic tank:** There had been a boggy area half way down the path towards the septic tank. This appears to have dried up but it will be checked regularly.
 - j. **CCTV:** Cllr Barton had checked this and changed the memory card
- 8. Health and Safety Issues:**
 - **Safety of headstones:** The repairs to the headstones had been carried out
 - **Risk Assessments:**
Boundary wall – The work to the repointing to the wall had been carried out.
- 9. Mapping of the graves:** Cllr Smith had circulated the maps.
- 10. Green Burials:** Cllr Campbell had drawn up the map for this area
- 11. Grave spaces and future use:** The new grave markers had been received

Cllr Campbell has drawn up a map for the numbering of future burials

12. Management of the Cemetery – work to flower beds:

The previous quote for the work to the flower beds had been accepted at £862.39. The contractors had carried out part of the work at a cost of £596.53 leaving a balance of £265.86. Quotation received from J.H. Jones & Son to complete the outstanding work to clear four Mahonias and roots and a rose bush and roots; level the beds and plant grass seed in the sum of £595 + vat which is an additional £329.14

It was **recommended** that this be accepted

J.H. Jones & Son have quoted £195 + vat to supply and plant the two Acer trees. Clerk to ask him for a price for the additional Flowering Cherry that had been agreed previously. There have been two offers of donations to cover the cost of one of the Acer and the Flowering Cherry. It was agreed to accept this quotation.

13. Items on graves and photos on headstones: The rules had been amended

14. Survey of new field: The Clerk has approached five companies to carry out the survey and Cllr Walton has obtain a further quotation. One of the companies would not carry out this type of survey. A representative from Tigergeo had offered to meet with the Council to look at what is required but it was felt that the long grass in the top field needs to be cut first. Cllrs Barton and Clifford offered to help with this.

15. Leak to Standpipe: Following the report from Wessex Water that there was a leak with the standpipe by the Lodge, Cllr Campbell together with the Groundsmen had dug a trench from the standpipe to the stop tap. They did not see any leak from the standpipe. Several days later Wessex Water filled in the trench. The Clerk has tried several times to establish what work, if any, was carried out. She will continue to pursue this.

16. Items for Discussion:

- **Signs on the Cemetery gates:** The two signs on the gate had been removed by the Groundsmen. The lettering will be repainting and the signs replaced.
- **Broken railing by the gates:** It was reported that there is a broken railing by the gates. Clerk to contact Arthur Cole for advice.
- **Conifers by Chapel:** Quotation from J.H. Jones to replace the two conifers at a cost of £95 + vat. This was agreed.

17. Headstones:

The following applications have been approved:

Headstone	-	Anthony Hastings Holder	James Long
Cremated remains tablet	-	Darrin Harris	James Long
Small headstone	-	Sabrina Elizabeth Queen	James Long
David Ireson	-	Headstone	James Long

18. Items of report and future agenda items:

a. It was reported that there is a spring leaking on Northey Hill.

19. Date of next meeting: 1st November 2021

Chairman

Meeting closed at 8.45 pm