



BOX PARISH COUNCIL

MINUTES OF A MEETING OF THE CEMETERY MANAGEMENT COMMITTEE HELD ON 4th JUNE 2018

- 1. Present:** Mrs Richards (Acting Chairman); Mrs Cox; Mrs Parker; Mr Sims;
Mrs Tye
Mrs Carey (Clerk)

In the absence of Mr Hill, the Chair was taken by Mrs Richards

- 2. Apologies:** Mr Barnes; Mr Hill

- 3. Absence:** Mr Gould

- 4. Public Question Time:** There were no members of the public present

- 5. Minutes:** The Minutes of the Meeting held on 5th April 2018 were taken as read and signed as being a true record.

6. Matters Arising from the Minutes.

- a. **Use of existing burial ground:** Slabs have been put onto the reserved graves in the top section of the Cemetery
- b. **Lodge Maintenance:** Continue to monitor. A check had been carried out on the boiler
- c. **Chapel Roof:** Two tiles need to be replaced. Clerk had asked Andy King to replace these and to carry out a check on the condition of the roof at the same time.
- d. **Chapel and stained glass window:** Small round window on the right hand side of the Chapel at the top is broken and water is coming in. One quote had been obtained. Further quote awaited. Scaffolding will be needed to carry out the repair and a quotation will be obtained for this
- e. **Risk assessment forms:** These had been agreed at the last meeting
- f. **Hobbs Memorial:** Clerk had sent a reminder to the PCC re the Hobbs Bequest.
- g. **War Memorial:** The seat with the engraved plaque had been ordered at a total cost of £268.20 including assembly, plaque, delivery and vat. Will be delivered week commencing 18th June
- h. **Trees:** Continue to monitor
- i. **Hedges:** The hedges have been cut but will need a further cut in the near future.
- j. **Secret Garden:** This had been looked at on the walkround. The nettles need cutting back
- k. **Driveway/new access:** It was agreed to apply for planning permission to resurface the remainder of the driveway to include the parking area by the Lodge. Mr Campbell to draw up the plans for the application **Action: RC**
- m. **Use of additional field:** On-going
- n. **Septic tank:** It was agreed to obtain a revised quote so that this can be discussed further

7. Items raised on walkround

- Ivy on Chapel – continue to spray regularly
- Sinking of older graves – The contractors are purchasing top soil and turf to deal with this.
- TfD57 Anne Margaret Burroughs – the flowers planted on the grave need removing and the grave turfed over. Clerk to write to the next of kin
- Clerk to ask contractors to cut the ivy root out on the memorials by the hedge
- It was noted that the small finial on the gate post had broken off

8. Forward Plan:

- Work to septic tank

9. Health and Safety Issues:

- **Safety of headstones:** Mr Hill and Mrs Cox had carried out an inspection of the headstones and there were major problems. Clerk to ask James Long to check the headstone for KA9 Janet Doreen Browning dec'd.
- Ivy to be taken back off some of the older graves

10. Applications for memorials:

Tablet for cremated remains	Brian Leach dec'd	James Long
Additional inscription	Dennis Baldwin dec'd	James Long
Additional inscription	Con Cashell dec'd	James Long
Additional inscription	Jones & Pegler dec'd	James Long
Additional inscription	Patricia Tucker dec'd	James Long

11. Correspondence:

Summer Issue of The Journal received from ICCM

12. Cemetery Contract: The new contract had been agreed by Full Council and signed by the contractors wef 1st April 2018.

13. Item raised at Full Council: Mr Palmer had reported that his parents grave LE16 had been damaged again. Quotation received from James Long in the sum of £174 + vat to repair this and it was agreed that they be asked to carry out the work as soon as possible. The Committee Chairman will speak to Mr Palmer

14. Items of report and future agenda items:

- a. It was reported that there are two gaps in the section of wire along the boundary behind the Chapel. As there is a ha ha ditch it was agreed that nothing needs to be done.
- b. The old Visitors' books are retained in the council offices for safekeeping.
- c. It was reported that the barbed wire at the top of the Paddock field keeps getting vandalized. It was suggested that a CCTV camera could be put up to record who is causing the damage
- d. **For Planning Committee:**
 - There is a gap in the brickwork between the Blind House and the corner pillar. Clerk to obtain quotations for the repair. Clerk to ask Joel to remove the weeds
 - It was reported that something is eating into the stonework on the viewing platform side of the A4 road bridge. Clerk to report to the Listed Buildings Officer.
- e. Clerk to ask the Parish Steward to cut back the overgrowth the Byway Open to All Traffic at Longsplatt. This will also be reported via MyWilts app

15. Date of next meeting: 6th August 2018

Chairman

Meeting closed at 8.25 pm