



BOX PARISH COUNCIL

MINUTES OF A MEETING OF THE CEMETERY MANAGEMENT COMMITTEE HELD ON 5th AUGUST 2019

- 1. Present:** Councillors: R. Campbell (Chairman); V. Hill; S. Parker;
R. Smith; A. Woollard
Mrs Carey (Clerk)

In the absence of the Chairman, Cllr Campbell took the Chair

- 2. Apologies:** Councillors: N. Botterill; D. Evans; M. Tye

- 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 3rd June 2019 were taken as read and signed as being a true record.

7. Matters Arising from the Minutes.

- a. **Lodge Maintenance:** The Listed Buildings Officer is giving advice on the windows. The tenants have recently vacated. Report received from the Letting Agents shows that the property has been left in an extremely disgusting and filthy state with several faults. No attempt had been made to clean the property. Members of the Committee looked round the building and were extremely disappointed in the state that this had been left. The Clerk was currently arranging for the necessary repairs to be carried out to taps, lighting etc and was obtaining advice from a damp proofing company re the mould before the house is cleaned and redecorated. There is £850 available towards the cost from the deposit that the Agents have withheld.

Post Minute Note: Sovereign Damp Proofing have looked at all the mould and have recommended that the downstairs walls are sand off to remove the flaking paint, the walls are treated with an anti-fungal and anti-sulphate solution to remove all the mould. They will leave an industrial dehumidifier on site together with a fan to extract excessive moisture and provide air flow. This will cost £455

The Clerk had met with the Listed Buildings Officer to look at the state of the windows and she will be sending a report detailing how these should be cleaned and painted.

- b. **Chapel and Lodge Roof:** These have both been checked. Continue to check at regular intervals.
- c. **Hobbs Memorial:** Principle money of £7200 received. This will be invested.
- d. **War Memorial:** It was reported that one of the blocks on the War memorial had blown. Clerk to ask the Stone Mason to look at this **Action: Clerk**
- e. **Trees:** Continue to monitor all the trees.
- f. **Hedges:** The hedges will be cut at the appropriate time
- g. **Secret Garden:** Continue to monitor the condition of the Secret Garden
- h. **Driveway/new access:** the remainder of the driveway had been resurfaced. Waiting quotes for the resurfacing of the parking areas.

Post Minute note: Quotations received for the parking areas in the sum of £1800 + vat for each parking area

- i. **Removal of Ash Trees:** The new Cemetery Contractors are willing to remove the Ash trees from graves
- j. **Additional Water Butt:** This has been purchased. This will be put in position but a new hose and connection is required to get the water to the water butt **Action: JA**
- k. **Seat in Garden of Remembrance:** This needs treating. **Action: JA**

8. Update on work by Cemetery Contractors: The Committee Chairman and Clerk had met with the Contractors. There is an improvement to the state of the Cemetery and they are starting to clear round the edges of the old graves. They are also willing to deal with the Ash trees on the graves, weed the graves and to clear any overhanging branches from trees. They raised the issue of the two trees which are adjacent to the front boundary wall which need attention as they could damage the wall. Clerk to ask tree surgeon for advice. **Action: Clerk**

9. Health and Safety Issues:

- **Safety of headstones:** Cllrs Smith and Tye will carry out a six monthly check in the near future.

10. Applications for memorials:

Clive Booth dec'd	Tablet for cremated remains	James Long
Michael & Christine Reynolds dec'd	Headstone	James Long
Doris Marjorie Booth dec'd	Additional inscription	James Long
Patrick James Murphy dec'd	Additional inscription	James Long
Rosemarie Ann Betty Morgan dec'd	Additional inscription	James Long
Dunia "Sonia" Mandryko dec'd	Additional inscription	James Long
Mary Francis dec'd	Additional inscription	James Long

11. Correspondence:

Letter received from a parishioner. They asked why plastic flowers were allowed when the rules state no plastic flowers.

The Committee had discussed this issue at some length and have amended the rules to state that artificial flowers are allowed providing they are of good quality and are in season. However, it is a very emotive issue and is very hard to enforce

They also raised the issue of an old memorial being damaged by a large branch. The clerk will ask the Cemetery Contractors to look at removing this.

12. Items of report and future agenda items: Nil

13. Date of next meeting: Scheduled for 7th October 2019

Chairman

Meeting closed at 7.58 pm