



BOX PARISH COUNCIL

MINUTES OF A MEETING OF THE CEMETERY MANAGEMENT COMMITTEE HELD BY ON 9th JANUARY 2023

- 1. Present:** Councillors: T. Walton (Chairman); R. Campbell; J. Clifford;
H. Parker; S. Parker; P. Rice; M. Tye
Mrs Carey (Clerk)
- 2. Apologies:** Cllr A. Barton
- 3. Absent:** Nil
- 4. Public Question Time:** There were no members of the public present
- 5. Declaration of Interest relating to items on the Agenda:** Nil
- 6. Minutes:** The Minutes of the Meeting held 7th November 2022 were taken as read and were 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 who will supply a ball park figure for the cost of replacement windows.
 - b. **Chapel and Lodge roof:** Continue to monitor
 - c. **Hobbs Memorial:** It was agreed to monitor the cost of the Groundsman's time for cleaning the memorial and any materials used so that this could be taken out of the money in the budget. It was agreed to have this as a substantive item on the next Agenda. Clerk to instruct the Groundsman not to clean the memorial until the start of the next financial year
 - d. **Trees:** The work in the sum of £1590 + vat had been completed.
 - e. **Survey of top field:** Clerk to contact Geosphere to establish how this can be taken forward.
 - 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:** Clerk to send a reminder to Arthur Cole for the repairs be carried out.
 - i. **Tubs by the Chapel:** Thanks were given to Cllr Tye for planting up the pots
- 8. Health and Safety Issues:**
 - **Safety of headstones:** Cllrs R. Campbell and H. Parker to carry out a further check of the headstones and to take photographs of any memorials that need checking. Discuss further at the next meeting.
 - **Garden for Scattered ashes:** Cllr Tye had removed a glass vase from this area.
 - **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
- 9. Forward Plan:** An updated version had been circulated.
 - July 2023 – end of the two year ban on reservations on new full graves

- Pallets at the bottom of the Cemetery - Clerk to ask the Groundsman to remove these
- Bottom shed – Clerk to ask the Groundsman to remove the cat kennel, drums and chemicals.
- Book of Remembrance - it was suggested that the Parish Council makes an entry to commemorate the death of Queen Elizabeth II. To be discussed at the next meeting.

10. Revision of Rules for the Cemetery:

It had been agreed to alter the Rules to allow dogs into the Cemetery providing they are kept on leads

Copies of the new rules will be put in the Notice Board by the Lodge and also in the Chapel

11. Review Biodiversity Action Plan: A copy had been circulated to all members. Cllr Walton has spoken to both Daniel Part and Tony Jones about the draft plan which could potentially reduce the maintenance costs if the Cemetery was not mowed so much. He confirmed that the plan would not interfere with any of the graves, particularly in the older part of the Cemetery. It was agreed to invite Tony Jones to the next meeting to talk about this and also invite him to attend any walkround. It was agreed that the Committee should be guided by him about the length of the grass.

Cllr Walton had also met with the tenant of the top field and he understands what she is using the field for. The horses get water from the stream so the plan should not interfere with this.

It was agreed to tidy up the area under the front boundary wall and to plant this us.

It was agreed that the Clerk contact Lackham College to suggest that the Cemetery could be used as a project for any of the appropriate courses.

12. Secret Garden: It was agreed that more light needs to be let into the Secret Garden. Daniel Part had look at the old Willow tree and was not concerned about this.

The area shown on the draft Biodiversity Plan as a Bog Garden should be made into a Habitat zone instead and a walkway would be created from the Secret Garden to the Old Cemetery.

A Working Party to clear the Secret Garden should be held on a weekend before the end of March involving parishioners.

13. Friends of Box Cemetery Group: This could be formed in the same way as the Box Hill Common Working Group with the protocol being completed and the work supervised by a Parish Councillor. This would be covered by the Parish Council's insurance. The group could then apply for grants etc.

14. Correspondence:

a. **Water leak by the Lodge:** Wessex Water was investigating a possible further water leak by the Lodge.

15. Memorial applications: The following applications had been approved:

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| Clifford Arthur Jenkins dec'd | P.M. Bines Ltd | Additional inscription |
| Valerie Holmes dec'd | Williams – Bath | Additional inscription |
| Alan Clench dec'd | A.P. Brown memorials | Additional inscription |

16. Items of report and future agenda items:

- Box Churchyard:** It was suggested that the Council writes to the PCC to ask them to approach Wiltshire Council to look at the trees etc in the Churchyard
- Future Agenda items:** Further discussion on the Hobbs Memorial. Preparations for the APM on 9th May to be discussed at Full Council

17. Date of next meeting: 6th March 2023

Meeting closed at 7.45 pm

Chairman

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