



BOX PARISH COUNCIL

MINUTES OF A MEETING OF THE CEMETERY MANAGEMENT COMMITTEE HELD ON 6th AUGUST 2018

- 1. Present:** Councillors: V. Hill (Chairman); S. Barnes; R. Campbell; J. Cox; S. Gould; R. Richards; S. Parker; M. Tye
Mrs Carey (Clerk)
- 2. Apologies:** Nil
- 3. Absent:** Nil
- 4. Public Question Time:** There was one member of the public present
- 5. Election of Committee Vice-Chairman:** Cllr Richards was elected as the Committee Vice-Chairman
- 6. Minutes:** The Minutes of the Meeting held on 4th June 2018 were taken as read and signed as being a true record.
- 7. Matters Arising from the Minutes.**
 - a. Use of existing burial ground:** Continue to monitor
 - b. Lodge Maintenance:** No issues at the present time.
 - c. Chapel Roof:** Two small tiles need to be replaced.
 - d. Chapel and stained glass window:** The mesh in the lead work in the small round window on the right hand side of the Chapel at the top is broken and water is coming in. Further quotations are being obtained. It was agreed to approach Dawson Steeplejacks to see if they could help with this
 - e. Hobbs Memorial:** The PCC are dealing with this
 - f. War Memorial:** The seat had been delivered and will be installed shortly. It was agreed that the small gravel border should be grassed over which would help reduce the weeds.
 - g. Trees:** Continue to monitor
 - h. Hedges:** The hedges have been cut but will need a further cut in the near future.
 - i. Secret Garden:** This will be checked on the next walkround.
 - j. 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**
 - k. Use of additional field:** It was reported that someone is still cutting the barbed wire from the footpath. It was suggested that an article be put in the Parish Magazine and a notice put on the fence requesting this to cease.
 - l. Septic tank:** Clerk to obtain further quotes for updating the soakaway.
 - m. Small finial on gate post:** Quotations being obtained from stonemasons to reposition the finial. It was agreed that the finial on the office windowsill could serve to replace the missing one at the apex of the chapel entrance porch and this will also be included in the quotation requests.
 - n. Repairs to Palmer grave:** The work had been completed

- o. **Use of Chapel:** Clerk to ascertain whether a licence is required for the services held in the Chapel. After discussion it was agreed not to pursue the question of a licence to hold weddings.

8. Items raised on walkround

- Sinking of older graves – The contractors are purchasing top soil and turf to deal with this when the weather permits
- TfD57 Anne Margaret Burroughs – the flowers planted on the grave will be removed shortly and the grave turfed over when the weather permits
- Remove Ash trees from graves

9. Forward Plan:

This was reviewed and agreed.

10. Health and Safety Issues:

- **Safety of headstones:** Cllrs Cox and Tye will carry out an inspection of the headstones in September.

11. Applications for memorials:

Jennifer Walker dec'd	Headstone	Andy Wrintmore
Phyllis O'Regan dec'd	Additional inscription	James Long
David Ball dec'd	Headstone	James Long
Terence Watts MBE	Additional inscription	James Long

11. Correspondence: Nil

12. Items of report and future agenda items:

- a. **Use of artificial flowers:** It was stated that the use of artificial flowers seems to have increased.
- b. **Chapel roof:** it was reported that there is a small ash tree growing on the edge of the Chapel. This will be removed

13. Confidential item: Members of the public were excluded for this item in accordance with the Public Bodies (admission to meetings) Act 1960.

See Confidential Report at Appendix A

14. Date of next meeting: 1st October 2018

Chairman

Meeting closed at 8.20 pm