

SUTTERTON PARISH COUNCIL

MINUTES OF THE CEMETERY COMMITTEE MEETING HELD ON TUESDAY 15th OCTOBER 2024 AT 7.00pm IN THE COMMUNITY LOUNGE AT SUTTERTON VILLAGE HALL

Present: Cllr J Cantwell – Chair
Cllr M Bateman
Cllr J Rushworth

Sarah Smith – Clerk

11/24. CHAIR'S REMARKS:

Chair welcomed all to the meeting.

12/24. APOLOGIES:

No apologies received.

13/24. PUBLIC QUESTION TIME:

No members of the public attended.

14/24. DECLARATIONS OF PECUNIARY OR NON-PECUNIARY INTEREST:

- To receive Member's declarations of pecuniary or non-pecuniary interest
- To receive and consider any written requests for dispensation

None received.

15/24. MINUTES AND MATTERS ARISING:

It was **RESOLVED** that the minutes of the meeting held on Tuesday 13th August 2024 are approved as a true record. No matters arising.

16/24. CEMETERY REGULATIONS:

To formally adopt the Cemetery Regulations following clarification on items raised at the meeting held on 13th August 2024.

It was **RESOLVED** to adopt the Cemetery Regulations. Clerk to place updated regulations on the website and update Funeral Directors of the updated price list.

17/24. MEMBERSHIP & TRAINING:

ICCM membership for Parish Council £100.00 – to complete application

ICCM application was completed.

It was **RESOLVED** at the last PC meeting held on the 3rd October 2024 for £1000.00 to be given to the Cemetery Committee for training.

Chair proposed for the Cemetery Committee to host the Management of Memorials in return for 2 free places which would be a saving of £155.00 each plus VAT

It was **RESOLVED** for the following training to be undertaken:

Management of Memorials – Cllr's Cantwell and Bateman – cost of room hire only
(estimated £90.00 to include lunch)

Cemetery Management and Compliance – Clerk – £145.00 each plus VAT total £174.00

Sexton Duties – Cllr's Cantwell, Bateman and Rushworth and the Clerk – £90.00 each plus VAT total £432.00

Establishing & Managing Gardens of Remembrance – Cllr Rushworth – £90.00 each plus VAT total £108.00

Total cost of training taking into account estimate for the Management of Memorials £804.00

18/24. WORK PROGRAMME:

To discuss the findings of the walkaround held on 14th August 2024

The majority of the work is labour related to the trees.

The wall on the right-hand side of the cemetery would need professionally re-building. No one has taken on the piece of land yet at the entrance to the new Gleeson's estate.

It was **RESOLVED** for the Clerk to issue a tender for works to the trees in the cemetery and for the quotes received to be presented at the next full PC meeting on the 6th November 2024.

Chair suggested, as a long-term project in the future, potentially tarmacking the gravel pathway to the war memorial and the grass track to the Remembrance Garden and place gravel tracks to the graves to make them more accessible. This would only be feasible via grants.

Cllr Rushworth checked the Cemetery with Land Registry and found that only half of it is registered. Chair **proposed** for the Cemetery to be updated with land registry, **seconded** by Cllr Bateman.

It was **RESOLVED** for the Clerk to query with LCC with respect to registering the land and the cost involved ready to take to full council in November. **(e-mailed 04/11/24)**

19/24. REMEMBRANCE DAY:

With respect to the pillbox, Chair would like to smarten this up by removing the overgrowth and cover the openings with mesh along with some poppy decorations and black silhouette soldiers. It was agreed to leave this till next year but to make it secure in the meantime. Cllr Bateman said he would ask at his work to see if they would donate some sterling board to make it secure.

20/24. FUTURE AGENDA ITEMS:

Cllr Rushworth – Land registry

Cllr Bateman – Pillbox as an ongoing item

21/24. NEXT MEETING:

To confirm the date of the next meeting – **Wednesday 27th November 2024 at 7pm in the Community Lounge**

The meeting closed at 7.50pm.

Signed.....

Date.....