

**292/02/2013**

Minutes of the meeting of the Graveyard Committee held on the 06<sup>th</sup> February 2013 at the Village Hall

**Present:** James Rudgley (Chair), Trevor Cooper, Derrick Folbigg, Di Ames, Nick Papé

**Clerk:** Anne Papé

Meeting opened 20.04

**MINUTES**

1. To receive and approve apologies for absence - None
2. Declarations of interest in any matter – being prejudicial or personal – None
3. To consider the quotations for the graveyard maintenance contract

3.1 The submitted quotations were reviewed by the committee. The committee reconciled to recommend the quotation from Russell Harley to the Full Council. This would be a 1 year contract.

Action – Clerk to add to Full Council agenda in February 2013.

4. To consider a schedule of works

4.1 The following works were agreed by the committee:

Task	To be carried out by	Action
Path edging	Graveyard maintenance contractor	Clerk to task graveyard maintenance contractor
Trim back hedge line by Woodpecker Close	Graveyard maintenance contractor	Clerk to task graveyard maintenance contractor
Removal of ivy from all trees	Graveyard maintenance contractor	Clerk to task graveyard maintenance contractor
Clean noticeboard	Graveyard maintenance contractor	Clerk to task graveyard maintenance contractor
Cut back bush by noticeboard	Contractor	Clerk to request quotes
Cut back overhanging branches by noticeboard	Contractor	Clerk to request quotes
Remove tree on corner of path between graveyard extension and churchyard	Contractor	Clerk to request quotes
Cut back overhanging branches in graveyard extension near New Road.	Contractor	Clerk to request quotes

Initial: *NR*

29/02/2013

4.2 It had been noted that some graves needed to be topped up with soil. The local grave digger would be asked to top up any old graves that required attention. Funeral Directors would be contacted with respect to any graves that had sunk six months after interment and asked to back-fill the plot. A spoil pile would not be kept in the graveyard. In future, graves would be inspected five months after interment to assess if there had been sinking.

4.3 A number of graves had been noted to be exceeding the correct dimensions for the burial plot. The committee agreed to lay turf to re-establish the correct dimensions on the affected plots. A notice would be put in the Bridge, the Bugle, on the website and on the noticeboard to notify the public.

4.4 The committee agreed that the end of burial plots would be turfed to the correct size one week after interment.

4.5 James Rudgley had assessed how rows 15, 16, 17 and 18 would need to be measured out for the future allocation of grave spaces. The documentation was circulated prior to the meeting and would be kept in the graveyard file at the Parish Council office.

Meeting closed at 20:35

Signed: \_\_\_\_\_



Date: \_\_\_\_\_

19/06/2013

Initial: J.R.