

FENSTANTON PARISH COUNCIL

Minutes of the meeting BURIAL BOARD

Fenstanton & Hilton Primary School, Fenstanton

Thursday 25 April 2019 @ 19.00 pm

Committee members – Sally Lee, Cllrs Kent, Ferrier, Mitchell, Morris and Pryke

Present: Sally Lee (Chairman of Committee)
Cllr Kent
Cllr Mitchell
Cllr Morris
Cllr Pryke

In Attendance: Annette Eggett (Clerk)

Cllr Lee opened the meeting at 19.00 and welcomed Cllr Morris to the committee.

1 Apologies for absence

Cllrs Ferrier and Pryke

2 Declarations of interest

Cllr Kent confirmed he had asked for his name to be placed on the plot list.

3 To approve the minutes of the meeting held on Wednesday 31 October 2018 - approved

Proposed : Sally Lee

Seconded : Cllr Mitchell

Vote : All in favour

4 Matters arising from the minutes

8.2 Sally Lee proposed a vote of thanks to Martin Heywood for his work on the Memorial Garden which was now in really good order. The Clerk would check with MH that he has all the rights tools to look after the graveyard under his new contract. There would be one major cut in Nov/Dec of the hedge and MH would be asked to do both sides. Sally Lee and one other TBC would have a walk around the area with MH.

5 Headstones and crosses

5.1 To arrange suitable date to repeat inspection

Inspections are usually carried out every two years but after the spell of dry weather last year a number of headstones had become lost therefore they would be rechecked this year. Clerk to circulate some dates in June. **ACTION : Clerk**

5.2 To note there are several fallen crosses in the cemetery. These to be included in above inspection.

These will be noted during inspection.

The notices about uneven ground – one near the tap –and one hear the door of the shed – had gone. Clerk to ask MH to fill in uneven ground with the spare soil and redo signs if necessary. **ACTION : Clerk**

6 Tombs (remedial work)

The Parish Council (PC) has responsibility for the closed graveyard dating from about two years ago. Any repairs need to be included and three quotes are to be arranged for work to the damaged tombs. Cllr Kent asked where the funds would come from. Cllr Mitchell confirmed there was a line in the budget (not from reserves) for cemetery work. Any quotes received would be taken to the next full meeting and money to be drawn down from the precept. He would consider if funds could be secured from outside organisations but was doubtful about this. He pointed out that very little was received by the PC from burial or memorial fees and added that the extra grave space created should be sitting as an asset. He wondered if pre-payment should be asked for these. Sally Lee was reluctant to charge in advance. There are now 22 potential new

plots. She suggested meeting with prospective plot owners to establish where they wanted them but all agreed they should be kept in line. It was suggested tombs that were high risk should be repaired first.

7 Fees for interment of cremated remains

To discuss (currently paid to the Church - £162)

Sally Lee pointed out that although the PC does not receive this fee it does look after this area and all agreed the fees should come to the PC. The PC to write to the Parochial Church Council.

Cllr Kent asked if any denomination could use this area. Sally Lee felt this was the case. It would be useful to learn the history of this area. Clerk to check archives and also to arrange a meeting with the Church Warden. Sally Lee would look for the date of the earliest cremated remains interment. There are 20 spaces left in this area.

Proposed : Cllr Mitchell

Seconded : Cllr Kent

Vote : All in favour

8 Burial Board Terms of Reference

It was agreed to adopt these for four years (in line with four year business plan) subject to all other committees adopting for the same period.

9 Cemetery Regulations

It was agreed to adopt the latest draft of Cemetery Regulations (with a few slight amendments). These would be posted on the website and shared with funeral directors. This is not a Full Council matter.

Proposed : Cllr Kent

Seconded : Cllr Mitchell

Vote : All in favour

10 Burial Fees

10.1 These were reviewed bearing in mind the church charges for cremated remains looked at previously. Cllr Kent felt the PC should fall in line. The PC fees for interment of cremated remains would therefore be increased to £165.

10.2 Sally Lee was concerned about the exclusive right of burial in earth grave section of the fees. The charge secures this for 25 years which Cllr Kent agreed was not a long time. He suggested a small fee for an 'option' and when this was used that cost should be taken off the final cost. It was suggested that £100 be paid for the plot option for 25 years and if longer needed a further £100 be charged. In finality the £200 would then be netted off the final charge.

10.3 Last year the burial fees were increased in line with the budget increase. It was therefore decided to increase the rest of the burial fees by 10%.

Proposed : Cllr Kent

Seconded : Cllr Morris

Vote : All in favour

10.4 Cllr Morris mentioned queried the following which the Clerk is to clarify :

Of the body of a person whose age at the time of death did not exceed 17 years <i>* Fees may no longer apply later in 2018 for children up to age 18</i>	175*
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ACTION : Clerk

11 To accept notices and matters for the next agenda

Inspection date, quotes, meeting with Church Warden.

12 Parish Matters to note

12.1 Church car park

Sally Lee reported that the church car park fence was still broken. Both the Clerk and Cllr Morris had been in touch with Cllr Mead who had some time ago that this was in hand. Clerk to chase. **ACTION : Clerk/Cllr Mead**

12.2 Hilton Road vegetation / The Gables footpath

Cllr Kent reported that some dead trees had fallen and branches laying over the road. Vegetation was overgrowing the yellow lines. Clerk to report. Cllr Kent will take pictures if possible. **ACTION : Clerk/Cllr Kent**

Sally Lee added that the footpath from The Gables towards Hilton was in a bad state of repair, as in Bell Lane, already reported by Cllr Morris and the Clerk.

12.3 Fences around junior football pitch

Cllr Mitchel stated that it may be possible to get some help / funding for these. The two clubs – adults and juniors were in the process of merging and the Football Foundation is doing a survey of football clubs with a view to offering money and support; Cllr Mitchell would take this up with the Chairman of the combined clubs. Sally Lee suggested contacting the Woodland Trust about hedges and trees for the perimeter however Cllr Mitchell reminded members there was a bit tree planting programme in the area.

THERE BEING NO OTHER BUSINESS THE MEETING ENDED AT 20.40 PM