



Banwell Parish Council

Banwell Youth & Community Centre

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MEETING: Cemetery and Memorials Working Group.

DATE & TIME: **Wednesday**, 15th October 2025 at 5:30pm.

LOCATION: Banwell Cemetery, St Andrews Church, Church Street, Banwell.

PRESENT: Parish Councillors, Nick Manley (Chairman) and Paul Harding: plus co-opted member John Keate (Cemetery Orderly) and Maggie McCarthy (Church Warden).

Also present: Liz Shayler (Clerk) and Adams Memorials.

NOTES

12/25 To receive apologies for absence (agenda item 1)

No apologies were received.

13/25 To receive members' declarations of interest on any agenda item (agenda item 2)

John Keate as Cemetery Orderly declared an interest in all matters of expenditure.

14/25 To agree the notes of the meeting held on the 12th of June 2025 (agenda item 3)

Resolved: To agree the notes of the meeting held on the 12th of June 2025.

The resolution was correctly proposed and seconded (unanimous)

15/25 Matters for Information / Clerks Report (agenda item 4)

i) Remembrance Garden

The hardscaping had begun and was expected to be completed by the end of the week. The Environment and Biodiversity Officer would be working alongside the landscaper on the soft landscaping phase.

16/25 To consider shroud burials within Banwell Cemetery (agenda item 5).

Resolved: To recommend to the Parish Council that That shroud burials be permitted only in single-depth graves, and that the following wording replace Section 4.7.3 of the Cemetery Regulations:

4.7.3 All bodies brought to the Cemetery for burial shall be contained in a suitable coffin or biodegradable shroud.

In the case of a shroud burial, the deceased must be securely wrapped in a natural cloth and supported on a rigid biodegradable board or tray to allow for dignified handling and safe interment. A waterproof identification label bearing the full name of the deceased must be securely attached.

Shroud burials are only permitted in single-depth graves. Where a double-depth grave is purchased, the first burial must be in a coffin if a second interment is planned.

All interments must be conducted in a manner consistent with the standards of the Cemetery and with due respect to the deceased.

The resolution was correctly proposed and seconded (unanimous)

17/25 To review and recommend approval of the following documents (agenda item 8)

i) Cemetery and Memorials Working Group Terms of Reference

Resolved: To recommend no changes to the Cemetery and Memorials Working Group Terms of Reference being agreed at the annual meeting of the Parish Council.

The resolution was correctly proposed and seconded (unanimous)

ii) Cemetery Fees

Resolved: To recommend to the Parish Council no increase to cemetery fees for 2025 and that the email address be changed at the bottom of the schedule.

The resolution was correctly proposed and seconded (unanimous)

iii) Suggested Cemetery Budget for 2026/27

Resolved: To recommend to the Parish Council that the Cemetery budget be set at £8,010, and that cemetery income be used to offset the Cemetery budget for the financial year 2026/27.

The resolution was correctly proposed and seconded (unanimous)

18/24 To consider the proposals from the Environment and Biodiversity Officer (agenda item 7)

The Working Group were supportive of the proposed bat box but felt that the suggested hedgehog box was unsuitable due to the proximity of a nearby badger sett.

19/24 To suggest any work needed on the paths, trees, garden and the bin in the Cemetery (agenda item 8)

No work was suggested.

20/24 To note the Cemetery and Memorials Budget and income and to agree a suggested budget for 2024/25 (agenda item 9)

The Cemetery and Memorials Budget and income were noted and to agree a suggested budget for 2024/25 of £9450.

21/24 To undertake the annual memorial inspection (agenda item 10).

The works identified in the annual memorial safety inspection carried out in June had been completed. While on site, the memorial masons conducted further testing and confirmed that no additional memorials required attention. As such, it was agreed that another inspection was unnecessary.

22/24 Date of next meeting (agenda item 11)

TBD Wb 2nd June 2025 Banwell Cemetery

The Chairman closed the meeting at 18:05

.....Chairman

.....Date