



Banwell Parish Council

Banwell Village Hall

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MINUTES OF A MEETING OF THE CEMETERY & MEMORIALS COMMITTEE HELD AT BANWELL VILLAGE HALL AT 7.00 P.M. ON TUESDAY 27th NOVEMBER 2018

Present: Cllr Paul Blatchford (Chairman), Cllr Phil Adams, Cllr Hale, Cllr Paul Harding (ex-officio), Cllr Maggie McCarthy (Vice Chairman), Cllr Weston, John Keate (co-optee) & Richard Tolmie (co-optee).

Before the meeting opened Members of the public were invited to speak;

There were no members of the public present.

The meeting was convened

42/18 To receive apologies for absence (agenda item 1).

Apologies were received from Cllr Steve Davies

43/18 To receive members' declarations of interest on any agenda item (agenda item 2).

John Keate declared an interest in all agenda items.

44/18 To approve as a correct record the minutes of the Cemetery and Memorials committee on 28th August 2018 (agenda item 3).

Resolved – That the minutes be approved as a correct record of the meeting

The resolution was correctly proposed and seconded (Unanimous with 1 abstention due to absence.).

The minutes of the meeting were signed by the Chairman as a correct record.

45/18 Matters for Information / Clerks Report (agenda item 4).

- i. **South Wall** – Thanks was given to Tony Yarde for planting the daffodils along the South Wall.

46/18 To discuss the installation of a Parish Council owned bench for memorial plaques (agenda item 5).

Resolved – To agree the erection of Parish Council owned memorial benches for memorial plaques. The Committee to investigate the types of benches available and report back to the next meeting.

The resolution was correctly proposed and seconded (unanimous).

47/18 To discuss any work needed on paths, trees and the compost area in the cemetery (agenda item 6).

Resolved – To weed spray the paths to remove the grass and moss.

The resolution was correctly proposed and seconded (unanimous).

48/18 To agree the purchase of six reserve plaques (agenda item 7).

Resolved – To agree the purchase of six reserve plaques.

The resolution was correctly proposed and seconded (unanimous).

49/18 To review and approve the following documents (agenda item 8).

(i) Amendments to the Interment Application Form

Resolved – To approve the amendments to the Interment Application Form

The resolution was correctly proposed and seconded (unanimous).

(ii) Amendments to the Memorial Application Form

Resolved – To approve the Memorial Application Form

The resolution was correctly proposed and seconded (unanimous).

(iii) Transfer / Additional ownership of a grave / cremation plot form.

The Clerk to speak to NALC/SLCC/ILCM to ensure that this form meets their requirements.

(iv) Cemetery Risk Assessment

Cllr Blatchford to work with the Clerk to look at shortening the Risk assessment

50/18 To review the Cemetery fees (agenda item 9).

Resolved – To agree the new table of fees (see attached) for implementation from the 1st January 2019.

The resolution was correctly proposed and seconded (unanimous).

51/18 To agree the Cemetery and Memorials budget request to present to the Parish Council (agenda item 10).

Resolved – To agree the Cemetery and Memorials budget request to present to the Parish Council

The resolution was correctly proposed and seconded (unanimous).

52/18 To note the Cemetery and Memorials Budget (agenda item 11)

The budget was noted

53/18 Date of next meeting (agenda item 12)

Tuesday 25th February 2019 venue to be determined at a later date.

The meeting closed at 7:45pm.

Chairman.....

Date.....