



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 26th FEBRUARY 2019

Present: Councillors Paul Blatchford (Chairman), Phil Adams, Steve Davies, Maggie McCarthy (Vice Chairman) and co-optee's John Keate & Richard Tolmie.

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

There were no members of the public present.

The meeting was convened

01/19 To receive apologies for absence (agenda item 1).

Apologies were received from Cllr Paul Harding

02/19 To receive members' declarations of interest on any agenda item (agenda item 2).

John Keate declared an interest in all agenda items.

03/19 To approve as a correct record the minutes of the Cemetery and Memorials committee on 27th November 2019 (agenda item 3).

Resolved – That the minutes be approved as a correct record of the meeting with the following changes; location of meeting changed from Banwell Cemetery to Banwell Village Hall and the addition of an e to Yard.

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.

04/19 Matters for Information / Clerks Report (agenda item 4).

- i. **Memorial stones on double plots** – The Clerk queried the use of cremation double plots in the Cemetery regulations. It was clarified that this meant double depth and not double width. The Cemetery regulations to be changed to reflect this and to be put as an agenda item for the next committee meeting.
- ii. **Memorial Safety Training** – The Clerk investigated various options in relation to training it was suggested that other Parish Councils were contacted to see whether they would be interested in sharing training.

05/19 To discuss any work needed on paths, trees and the compost area in the Cemetery (agenda item 5).

The Chairman reported that he had spoken to families visiting the Cemetery and had asked what their thoughts were and whether they had any thoughts about improvements. The feedback was very good, in particular they commented on the care and attention taken in the Cemetery and that they felt it was perfect.

Resolved – To varnish the bench in the Cemetery.

The resolution was correctly proposed and seconded (unanimous).

06/19 To agree the purchase of the memorial benches (agenda item 6).

Resolved – To agree the purchase of an Elwood bench by Glasdon in light wood for £700.82 and a chain using the underspend from the Cemetery and Memorial budget.

The resolution was correctly proposed and seconded (unanimous).

Resolved – To earmark the remainder of the underspend from the Cemetery and Memorial budget for a second memorial bench.

The resolution was correctly proposed and seconded (unanimous).

07/19 To agree the membership fee of £90 for the Institute of Cemetery and Crematorium Management - ICCM (agenda item 7).

Resolved – To agree this year's ICCM membership fee of £90 from the underspend from the Cemetery and Memorial budget.

The resolution was correctly proposed and seconded (unanimous).

08/19 To review and approve the Cemetery Risk Assessment (agenda item 8).

Resolved – To approve the Cemetery Risk Assessment.

The resolution was correctly proposed and seconded (unanimous).

09/19 To discuss and agree a way forward concerning the scattering of ashes on grave/cremation plots (agenda item 9).

Resolved – To continue to only allow scattering of ashes in the Garden of Remembrance.

The resolution was correctly proposed and seconded (unanimous).

10/19 To discuss what to do with the copies of the Exclusive Burial Rights for each grave / cremation plot (agenda item 10).

Resolved – To place the copies of the Exclusive Burial Rights for each plot with the historic paperwork except for the first book which will be retained for prosperity.

The resolution was correctly proposed and seconded (unanimous).

11/19 To decide whether to pursue any investigations into new space saving suggestions from Greenacre Solutions (agenda item 11).

Resolved – Not to pursue any investigations into new space saving suggestions from Greenacre Solutions.

The resolution was correctly proposed and seconded (unanimous).

12/19 To note the Cemetery and Memorials Budget (agenda item 12)

The budget was noted.

13/19 Date of next meeting (agenda item 13)

Tuesday 21st May 2019 at Banwell Cemetery

The meeting closed at 8:00pm.

Chairman.....

Date.....