

HEATHFIELD AND WALDRON PARISH COUNCIL
BURIAL GROUNDS AND AMENITIES COMMITTEE
TUESDAY 20 JULY 2016 AT 7.30 PM
AT PARISH COUNCIL OFFICES, HEATHFIELD

PRESENT: Mrs Clark (Chairman), Mr Hough, Mrs Kentish-Barnes, Ms Kift, Ms Robinson and Mr Taylor.

Mrs Pyle, Administrative Officer was in attendance.

38/16 **APOLOGIES FOR ABSENCE**

Apologies for absence had been received from Mrs Fraser, Mr Hatcher, Mrs Holmwood, Mr Ridley and Mr Waterhouse.

39/16 **DISCLOSURE OF INTERESTS**

Members disclosed the following interests:-

Mr Hough disclosed a personal interest under paragraph 7 (1) of the Code of Conduct in relation to his membership of Waldron Parochial Church Council.

Ms Kift disclosed a prejudicial interest in respect of Theobalds Green allotments as she is an allotment holder.

40/16 **MINUTES**

RESOLVED: That the minutes of the meeting held on 16 May 2016, having been previously circulated, be approved and signed by the Chairman as a correct record.

41/16 **MATTERS ARISING**

23/16 Following a site visit to Theobalds Green Burial Ground representatives of South East Water had agreed to pay for the damage that had occurred to the grass at the Woodland Burial Ground.

42/16 **TO APPROVE BUDGET MONITORING REPORT AS AT 31 MAY 2016**

The Committee noted and approved the report.

43/16 **ST BARTHOLOMEW'S BURIAL GROUND**

It was reported that a burial inspection had taken place on 15 July 2016 when dead flowers had been removed. The Committee were informed that there was a loose headstone and the owner had been informed.

44/16 **BURIAL GROUNDS GENERAL**

(i) **Old Heathfield**

It was reported that grass paths had been mown into the burial ground and hopefully another volunteer tidy up day would be arranged for the autumn.

(ii) **Waldron**

It was reported that the main burial ground was being well maintained by Wealden District Council. The part of the burial ground owned by the Parish Council looked tidy and the mole hills had been removed.

(iii) **Theobalds Green**

It was reported that there had recently been a burial in the main burial ground.

45/16 **WAR MEMORIALS**

(i) **Waldron**

It was reported that the additional inscription to the War Memorial was still awaited.

(ii) **Cade Street**

An email had been received informing the Parish Council that a name on the war memorial was incorrect and this referred to a soldier who died in the First World War. The Committee **RESOLVED** to amend the inscription with a maximum expenditure of £200 and this would be ratified at the next meeting.

46/16 **THEOBALDS GREEN**

Following a recent meeting of the Allotment Association a number of items had been circulated to the Burial Grounds Committee for consideration.

Erection of a Greenhouse

It was noted that a greenhouse had been erected on an allotment plot. The Committee looked at the current Tenancy Agreement. The Committee asked that Wealden District Council be contacted regarding permission to erect a greenhouse and if it was permitted that the Tenancy Agreement be altered to include this.

Relinquishing a Plot

At the Allotment Association meeting the problem of people relinquishing their plots and leaving them in an untidy state was raised. The Association asked if a clause could be added to Tenancy Agreement informing plot owners that if they

relinquished a plot it would need to be cleared before it was handed back or else a charge would be made. It was **RESOLVED** that this alteration be made to the Tenancy Agreement.

Planting of shrubs at Main Entrance of Theobalds Green

A discussion took place regarding the planting of shrubs at the Main Entrance. The Allotment Association had been consulted and they were willing to plant and maintain the area. Members of the Committee were very concerned regarding the sight lines to the entrance and considered that the planting of shrubs could cause a safety issue when exiting the site. They also raised the issue of extra maintenance involved by the Parish Council contractor. It was **RESOLVED** that the entrance would not be planted with shrubs.

Signage at the entrance of Theobalds Green

It was reported at the Allotment Association meeting that the present sign for Theobalds Green was obscured by the roadside hedge and it was asked if this sign could be moved to the main entrance. It was **RESOLVED** to move the existing sign to one side of the entrance and to obtain quotes for a further entrance sign for the September meeting.

47/16 **ALLOTMENTS**

Punnetts Town Allotments

An allotment holder at Punnetts Town had asked if he could make and erect an owl box to place in the trees surrounding the allotments. The Committee **RESOLVED** to allow this request. This would be ratified at the September meeting.

48/16 **MILL ROAD CONVENIENCES**

There was nothing to report.

49/16 **TO APPROVE LIST OF URGENT WORKS SINCE LAST MEETING**

No urgent works had been carried out.

50/16 **MATTERS RAISED BY COUNCILLORS**

There were none.

51/16 **CRIME & DISORDER ACT 1998 SECTION 17 – TO CONSIDER EFFECTS (IF ANY) ARISING FROM ITEMS ON THE AGENDA**

There were none.

52/16 **RISK MANAGEMENT**

Additional signage at the entrance to Theobalds Green and clear visibility when exiting the site.

53/16 **DATE, TIME AND PLACE OF NEXT MEETING**

The next meeting would take place on **TUESDAY 27 SEPTEMBER 2016** at **7.15pm**, in the Parish Council Meeting Rooms, 73 High Street, Heathfield. This meeting would be followed by a meeting of the Leisure, Environment and Recreation Committee.

The meeting closed at 7.58 p.m.

Signed:

Chairman

Dated: