

HEATHFIELD AND WALDRON PARISH COUNCIL
BURIAL GROUNDS AND AMENITIES COMMITTEE
MONDAY 14 NOVEMBER 2016 AT 7.30 PM
AT PARISH COUNCIL OFFICES, HEATHFIELD

PRESENT: Mrs Clark (Chairman), Mrs Fraser, Mrs Holmwood, Mr Hough and Ms Kift

Mrs Pyle, Administrative Officer was in attendance.

67/16 **APOLOGIES FOR ABSENCE**

Apologies for absence had been received from Mr Hatcher, Mrs Kentish-Barnes Mr Ridley and Mr Waterhouse.

68/16 **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.

69/16 **MINUTES**

RESOLVED: That the minutes of the meeting held on 27 September 2016, having been previously circulated, be approved and signed by the Chairman as a correct record.

70/16 **MATTERS ARISING**

60/16 To consider the cost of preparing a planning application for the siting of sheds on Theobalds Green allotments

A letter had been received prior to the meeting from the owner of the plot who had a greenhouse in situ. The contents of the letter would be looked into.

71/16 **TO APPROVE BUDGET MONITORING REPORT AS AT 31 OCTOBER 2016**

The Committee noted and approved the report.

72/16 **ST BARTHOLOMEW'S BURIAL GROUND**

(i) Burial Inspection on 14 October 2016

At the inspection two headstones had been found to be loose and the owners had been contacted. Dead flowers had also been removed from burial plots.

- (ii) Review of current fees

The Committee **RESOLVED** that there would be no increase for burial fees for 2017.

73/16 **BURIAL GROUNDS GENERAL**

- (i) **Old Heathfield**

It was reported that a working party of eighteen had attended the burial ground on the 29 October and a lot of clearance work had taken place. The Chairman thanked Ms Kift for organising this.

- (ii) **Waldron**

It was reported that the area was tidy but there were a few trees that needed looking at.

- (iii) **Theobalds Green**

- (i) To consider sign for 'Strewn Ashes area'

A quote for the sign had been circulated to the Committee prior to the meeting and it was **RESOLVED** to accept the quote at a cost of £147.00 plus VAT.

- (ii) To agree promotional leaflet

The Committee had been circulated with a draft promotional leaflet for the Theobalds Green Burial Ground. It was **RESOLVED** to make amendments and then circulate the leaflet.

- (iii) To review fee list and rules and regulations for the Theobalds Green Woodland Ashes Area Ground

The Committee **RESOLVED** to approve the proposed fees and regulations for the Theobalds Garden Woodland Ashes Ground.

74/16 **WAR MEMORIALS**

- (i) **Waldron**

It was reported that the war memorial had been cleaned in time for Remembrance Sunday and that the service had been well attended.

- (ii) **Cade Street**

It was reported that the memorial had been cleaned for Remembrance Sunday.

75/16 **ALLOTMENTS**

To consider 'Community Fruit Trees adjoining allotment area

The Committee had received a request from the Allotment Association to plant communal fruit trees on the right hand side of the drive in to the allotments. The Committee discussed the proposal and agreed in principle but were concerned about where the main services were situated on the land. It was **RESOLVED** that the Allotment Association should arrange a meeting with the Parish Council contractor to identify the services. It was asked if this could be put on the Agenda for an update in January.

76/16 **TO APPROVE BUDGET FOR 2017/18**

A draft budget had been circulated for consideration. It was **RESOLVED** that a budget of minus £6,294.00 be approved for ratification by the Council.

77/16 **MILL ROAD CONVENIENCES**

There was nothing to report.

78/16 **TO APPROVE LIST OF URGENT WORKS SINCE LAST MEETING**

No urgent works had been carried out.

79/16 **MATTERS RAISED BY COUNCILLORS**

There were none.

80/16 **CRIME & DISORDER ACT 1998 SECTION 17 – TO CONSIDER EFFECTS (IF ANY) ARISING FROM ITEMS ON THE AGENDA**

There were none.

81/16 **RISK MANAGEMENT**

Two loose headstones and the location of the fruit trees with regard to mains services.

82/16 **DATE, TIME AND PLACE OF NEXT MEETING**

The next meeting would take place on **MONDAY 16 JANUARY 2017** 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 8.00 p.m.

Signed:

Chairman

Dated: