

HEATHFIELD AND WALDRON PARISH COUNCIL
BURIAL GROUNDS AND AMENITIES COMMITTEE
TUESDAY 23 SEPTEMBER 2014 AT 7.15 PM
AT PARISH COUNCIL OFFICES, HEATHFIELD

PRESENT: Mrs Clark (Chairman), Mrs Holmwood, Mr Hough, Ms Kift and Mr Waterhouse. Mr Rivers was present and Mrs Gander, representing Cooper and Sons was also present.

The Clerk was in attendance.

Mr Andrew Petfield, Appleby Petfield (Project Manager and Mr Davis from C&E Davis Ltd (contractor) attended the meeting.

THEOBALDS GREEN BURIAL GROUNDS

Mr Petfield and Mr Davis gave a progress report on the development of the burial areas. A number of queries had arisen, upon which the Committee's view was sought, including the size, design and relocation of the cart lodge, surfacing of the access roadways and paths, orientation of burial plots, electricity supply and treatment plant.

51/14 **APOLOGIES FOR ABSENCE**

Apologies for absence had been received from Dr Huggett, Mrs Mackie, Mr Ridley and Mr Taylor.

52/14 **DISCLOSURE OF INTERESTS**

Members disclosed the following interests:-

Mr Hough disclosed a non-prejudicial 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. Mr Waterhouse disclosed a prejudicial interest in respect of matters affecting Heathfield Funeral Directors as a Director of the Company

Mr Waterhouse disclosed a prejudicial interest in respect of matters affecting Heathfield Funeral Directors as a Director of the Company

THEOBALDS GREEN

A report and plan had been circulated to Members from Appleby Petfield regarding the layout and finishes for the burial grounds. It was noted that Wealden District Council had been asked whether planning permission was required for the proposed re-design and relocation of the cart lodge building. Following discussion, the following Resolutions were made:

- a) The proposed reduction in size of the cart lodge (now 11050 x 5000) and relocation was approved
- b) The sides of the building should be left open, with an option to provide roller type screens in future if required
- c) The parking spaces for the allotments, adjacent to the existing access road, should be surfaced with scalplings
- d) The remaining parking spaces should be surfaces with scalplings
- e) The burial ground access roadways and parking areas should also be finished with scalplings
- f) The entrance and turning area in front of the cart lodge should also be finished with scalplings
- g) The pathways for the burial ground should be orientated roughly east-west
- h) Electricity supply to the site to be arranged as soon as possible
- i) The treatment plant for the toilet to be installed as part of the current phase and access to the toilet to be positioned from within the cart lodge
- j) A storage area (1.2m approx.) should be located to the rear of the toilet and a suitable heavy duty lock provided

53/14 **MINUTES**

RESOLVED: That the minutes of the meeting held on 19 May 2014 having been previously circulated, be signed by the Chairman as a correct record.

54/14 **MATTERS ARISING**

It was noted that the new RBS software was now in use and historic information was being added to the database.

55/14 **ST BARTHOLOMEW'S BURIAL GROUND**

Burial Inspection on 8 September 2014

During the inspection dead flowers were removed and two headstones were laid flat.

56/14 **BURIAL GROUNDS GENERAL**

(i) **Old Heathfield**

It was noted that a grant request to FGP Committee for a new mower had been approved.

(ii) **Waldron**

It was noted that all was fine.

57/14 **WAR MEMORIALS**

(i) **Waldron**

It was reported that the memorial had been cleaned in August.

(ii) **Cade Street**

It was reported that the memorial had been cleaned in August and re-pointing work had been carried out.

58/14 **ALLOTMENTS AT THEOBALDS GREEN**

The Clerk reported that all the allotments were now taken.

59/14 **MILL ROAD CONVENIENCES**

The Clerk reported that a new bolt had been fitted to the Gentlemen's WC to keep the main door fixed in an open position.

60/14 **TO APPROVE LIST OF URGENT WORKS SINCE LAST MEETING**

No details of urgent works had been received.

61/14 **MATTERS RAISED BY COUNCILLORS**

There were none.

62/14 **CRIME & DISORDER ACT 1998 SECTION 17 – TO CONSIDER EFFECTS (IF ANY) ARISING FROM ITEMS ON THE AGENDA**

There were no new matters arising.

63/14 **RISK MANAGEMENT**

There were considered to be no risk management issues arising from matters discussed at the meeting.

64/14 **DATE, TIME AND PLACE OF NEXT MEETING**

The next meeting would take place on **TUESDAY 25 NOVEMBER 2014** 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 7.53 p.m.

Signed:

Chairman

Dated: