

HEATHFIELD AND WALDRON PARISH COUNCIL

BURIAL GROUNDS COMMITTEE **MONDAY 8 DECEMBER 2008 AT 7.30 PM** **AT HEATHFIELD COMMUNITY CENTRE**

PRESENT: Mrs Archer, Mr Bassingthwaite, Mr Baker, Mr Davis, Mrs Gander,
Mr Hough, Mr Newnham (Chairman), Mrs Oakes, Mrs Plant and Mr Waterhouse.

Mrs Pyle, Administrative Officer was in attendance

The meeting commenced at 7.30 pm

08/39 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Mr Harmer, Mrs Muddle and Dr Rayner.

Mr Hough arrived at 7.35 pm.

08/40 **DISCLOSURE OF INTERESTS**

Members disclosed interests as follows:-

Mrs Archer disclosed a personal interest under paragraph 7 (1) of the Code of Conduct as she has a plot reserved in St Bartholomew's Burial Ground.

Mr Davis disclosed a personal interest under paragraph 7 (1) of the Code of Conduct in matters relating to work by C & E Davis Ltd at St Bartholomew's Burial Ground, the Burial Ground at All Saints Old Heathfield and Waldron War Memorial.

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.

Mr Newnham disclosed a personal interest under paragraph 7 (1) of the Code of Conduct as he has a plot reserved in St Bartholomew's Burial Ground.

Mr Baker disclosed a personal interest as he was employed for Heathfield Funeral Services on a part time basis.

08/41 **MINUTES**

RESOLVED: That the minutes held on 15 September 2008, having been previously circulated were corrected at Minute 08/30 to read "Southern Water" and not "South East Water" after this amendment they were confirmed and signed by the Chairman as a correct record.

08/42 **MATTERS ARISING**

08/31 (ii) **To ratify land clearance at Waldron Burial Ground**

The Committee agreed to the quote for the sum of £150 for clearing the Parish Council's piece of land at Waldron churchyard.

08/43 **ST BARTHOLOMEWS BURIAL GROUND**

08/43 (i) **Review of current fees.**

It was **RESOLVED** that as from 1 January 2009 the fees should be raised by £5 for parishioners and £20 for non-parishioners. It was **RESOLVED** that fees for memorial vases, searches and strewn ashes and interment of a child more than 3 years old and less than 12 should not be increased.

08/43 (ii) **Quote for the Church Path**

The Committee **RESOLVED** to replace the path from the Church door to the wooden post in the car park. Due to the cost of the quote it was **RESOLVED** to obtain two further quotes for the next meeting in March.

Mr Davis left the room at 19.42 pm during discussion of the above item.

The Chairman reported that the burial ground looked neat and tidy. The fence belonging to Southern Water had been repaired. It was noted that the paths had been sprayed with weed killer. A wooden post was broken in the car park and the contractor would be contacted regarding this. An inspection of the Burial Grounds had taken place in November and it had been noted that three headstones were loose and the owners of these would be contacted.

Mr Baker asked if a representative from the Parish Council checked the name on a coffin before a burial. It was **RESOLVED** to investigate this to see if this was the responsibility of the Parish Council.

08/44 **BURIAL GROUNDS GENERAL**

08/44(i) **Old Heathfield**

The Chairman reported that a lot of clearance work had taken place at Old Heathfield and the churchyard was looking good. Concern was again raised regarding the grave spoil which was building up.

08/44 (ii) **Waldron**

The Chairman reported that the burial ground looked fairly tidy but raised concern about bonfires being built on old graves.

The Committee discussed the quote for replacement fencing at Waldron Burial Ground, it was **RESOLVED** to accept the quote from C & E Davis for the sum of £675.00 plus VAT.

It was asked whether a stile could be inserted as at present the fence was being climbed over and damaged. It was agreed to contact the contractor to see if this could be done.

Mr Davis left the room at 7.55 pm during discussion of the above item.

08/45 **WAR MEMORIALS**

(i) **Waldron**

Burlite had been contacted regarding a visit to the Waldron War Memorial to inspect the re-pointing it was hoped that a visit would be made in the New Year. The Chairman asked if the wreaths could be removed at Waldron as they were beginning to look untidy.

(ii) **Cade Street**

The Chairman reported that all looked fine. The Chairman suggested that small oak pegs were made for the wreaths to hold them in place. It was **RESOLVED** to ask the contractor if he would be able to do this.

08/46 **TO APPROVE LIST OF URGENT WORKS SINCE LAST MEETING**

No urgent works had been carried out.

08/47 **MATTERS RAISED BY COUNCILLORS**

There were none.

08/48 **CRIME & DISORDER ACT 1998 SECTION 17 – TO CONSIDER EFFECTS (IF ANY) ARISING FROM ITEMS ON THE AGENDA**

There were none.

08/49 **RISK MANAGEMENT – TO CONSIDER EFFECTS (IF ANY) ARISING FROM ITEMS ON THE AGENDA**

(a) To review risk list

Having considered the areas of risk associated with its areas of responsibility the Committee considered the existing list to be relevant and satisfactory. It was, therefore, **RESOLVED**, to re-adopt the list for the forthcoming year. Following consideration of the Parish Council's responsibility in checking the name on coffins interred at the burial ground it may be necessary to review the list.

(b) To consider effects (if any) of decisions taken at the meeting

There were none.

08/50 **DATE, TIME AND PLACE OF NEXT MEETING**

The next meeting would take place on **Monday 9 March 2009** at 7.30 pm, in the Ian Price Room, Heathfield Community Centre, Sheepsetting Lane, Heathfield.

The meeting closed at 8.10 pm

Signed:

Chairman

Dated: