

# **HEATHFIELD AND WALDRON PARISH COUNCIL**

## **BURIAL GROUNDS COMMITTEE** **MONDAY 30 NOVEMBER 2009 AT 7.30 PM** **AT HEATHFIELD COMMUNITY CENTRE**

**PRESENT:** Mrs Archer, Mr Baker, Mrs Gander, Mr Harmer, Mrs Muddle, Mr Newnham (Chairman) Mrs Plant, Mr Smith and Mr Waterhouse.

Mrs Pyle, Administrative Officer was in attendance.

The meeting started at 7.30 pm and the Chairman wished to thank the Committee and Mrs Pyle for all their work throughout the year.

### 09/38 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Mr Hough, Mr Davis, Mr Eames (Funeral Director) and Mrs Oakes.

### 09/39 **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 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 prejudicial interest in respect of matters affecting Heathfield Funeral Directors as a part-time employee of the Company.

Mrs Gander disclosed a prejudicial interest in respect of matters affecting Coopers Funeral Directors as a part-time employee of the Company.

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

### 09/40 **MINUTES**

**RESOLVED:** That the minutes held on 7 September 2009, having been previously circulated be confirmed and signed by the Chairman as a correct record.

### 09/41 **MATTERS ARISING**

The Committee ratified the action taken in respect of making the wreath racks for the Waldron and Cade Street Memorials at a cost of £150.00 each.

09/42 **ST BARTHOLOMEWS BURIAL GROUND**

It was reported that the Burial Inspection had taken place on 8 October and three headstones had been identified which required attention. Councillors Mrs Gander and Mrs Archer observed at the inspection.

To approve the repairs to memorials LE3 and LE4

The Committee RESOLVED to accept the quote in the sum of £45 for repairs to memorials LE3 and LE4.

Review of Burial Fees

It was **RESOLVED** that the fees from 1 January 2010 should remain the same as those of 2009 apart from one increase. The Chairman proposed that the cost of burial interments should be raised by £10.00 for both parishioners and non-parishioners, this was seconded by Mrs Archer.

**Mr Baker, Mrs Gander and Mr Waterhouse left the room at 7.35 pm during discussion of the above item.**

09/43 **BURIAL GROUNDS GENERAL**

09/31(i) **Old Heathfield**

The Chairman reported that he had visited the churchyard and commented that Old Heathfield needed to be congratulated on carrying out their clearance work. It was reported that the grave spoil had been removed. The Chairman asked that the Parish Council should write to the Churchwardens thanking them and their work parties for all their efforts.

09/31 (ii) **Waldron**

The Chairman reported that the grass had been cut and all looked fine.

09/44 **WAR MEMORIALS**

(i) **Waldron**

The Chairman reported that the memorial had been cleaned and the wreath rack was in place for Remembrance Sunday. It was noted that the War Memorial was in the process of becoming listed.

(ii) **Cade Street**

The memorial had been cleaned for Remembrance Sunday and the wreath rack was in place.

09/45 **TO AGREE BUDGET REQUIREMENTS FOR 2010/2011 FINANCIAL YEAR**

All members had received a copy of the proposed budget for 2010/2011. Mrs Plant asked that consideration be given to a woodland burial ground when planning the new site at Theobalds Green.

**Proposed Budget for Burial Grounds Committee 2010/2011 was agreed at £9,750.00  
This is to be made up as follows:**

|                              |          |
|------------------------------|----------|
| Maintenance and Improvements | 9,000.00 |
| Cleaning War Memorials       | 750.00   |

09/46 **TO APPROVE LIST OF URGENT WORKS SINCE LAST MEETING**

No urgent works had been carried out.

09/47 **MATTERS RAISED BY COUNCILLORS**

There were none.

09/48 **CRIME & DISORDER ACT 1998 SECTION 17 – TO CONSIDER EFFECTS (IF ANY) ARISING FROM ITEMS ON THE AGENDA**

There were none.

09/49 **RISK MANAGEMENT – TO CONSIDER EFFECTS (IF ANY) ARISING FROM ITEMS ON THE AGENDA**

(a) 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.

(b) Action regarding loose memorial stones was being taken to ensure the safety of users of the Burial Ground. The Committee were confident that the budget that they had set would allow the Council's responsibilities to be met.

09/50 **DATE, TIME AND PLACE OF NEXT MEETING**

The next meeting would take place on **Monday 8 March 2010** at 7.30 pm, in the Ian Price Room, Heathfield Community Centre, Sheepsetting Lane, Heathfield.

The meeting closed at 7.46 pm

Signed:

Chairman

Dated: