

CEMETERY COMMITTEE MEETING
MONDAY, 31st JANUARY 2022 AT 7:00PM
TOWCESTER TOWN HALL

Present: Cllr J. Godwin (Chair), Cllr D. Carmichael, Cllr M. Clubley, Cllr P. Conquest, Cllr M. Johns, Cllr J. Lynch, Cllr I. Macaulay, Cllr D. Reynolds, Cllr L. Samiotis

Also present: Miss E. Cox (Town Clerk), Mrs E. Bucklow-Holt (Assistant)

1. Apologies for Absence

Apologies were received and accepted from Cllr M. Wixon.

2. Declarations of Interest

None

3. Open to the Public (maximum 15-minute session)

No members of the public were present.

4. Minutes of Meetings

To approve the minutes of the Cemetery Committee Meeting held on Monday, 22nd November 2021 for signing by the Chair

Proposal

Cllr Lynch proposed that the Minutes of the Cemetery Committee Meeting held on Monday, 22nd November 2021 be signed by the Chair as a true record; seconded by Cllr Johns; all in favour.

5. Matters Arising from the Minutes.

Minute Page 21/11/160

The Clerk confirmed that Towcester Foodbank has now received its lease agreement for the Cemetery Chapel and been provided with a key. This arrangement will be reviewed in January 2023. The TC Electrician has undertaken safety checks. Towcester Foodbank has arranged for an inspection to be carried out by the WNC Pest Control Officer and for the premises to be cleaned by a contract cleaning company.

The Clerk replied to Mr B. Mitchell in relation to his concerns regarding the preservation of wildlife in the Cemetery grounds and he has expressed dissatisfaction with the committee's stance. She has been in discussion with representatives from the Tove Wetland Pocket Park Committee over the potential to relocate wildlife to this area. The committee re-iterated the need to maximise the Cemetery site for burial purposes but supported further efforts being made to conduct work at the cemetery sensitively and relocate wildlife from the site where possible.

Minute Page 21/11/161

The Clerk confirmed that the agreed repairs to the garage roof of the Cemetery Lodge had been completed.

6. Brackley Road Cemetery

To review and prioritise the works approved for the Cemetery.

The Clerk reminded the committee that funds have been included within the budget for the following works:-

- Conversion of the allotment area to burial space
- Creation of a designated fenced area for spoil
- Tidying of the spoil beneath the copse of dividing trees
- Tree surgery works to the copse of dividing trees

She is due to meet with the Cemetery contractor in February to further discuss the quotations/scheduling.

The Clerk referred to the accrued fund of £22,000.00 earmarked in the budgets for replacement path edges and asked the committee to consider re-allocating this to much-needed repairs/improvements to the Garden of Rest, which has significantly deteriorated within the past few years. This would include re-instatement/replanting of the beds and repairs/resurfacing of the pathways. The committee agreed that this work should take priority and requested the Clerk obtains comparative quotations.

a) To consider the further request received for installation of a formal footpath into the current burial area

The Clerk referred to complaints over the Christmas period concerning the current burial area, which had become waterlogged and very muddy due to persistent rain. This made access to the area difficult for visitors using

H. Cool 28th March 2022

wheelchairs and those with limited mobility. The committee put forward suggestions with respect to the potential layout for a new footpath and requested the Clerk obtains comparative quotations.

7. St. Lawrence Churchyard

- a) To review the Arboricultural Survey of the trees in the St. Lawrence Churchyard. To note the works categorised as high priority and to be undertaken at the start of the 2022/23 Financial Year, for which TPO consent will need to be obtained

The report from the Arboricultural Survey had been forwarded to all committee members prior to the meeting. It was agreed for the Clerk to submit a TPO Planning Application for works categorised as high priority. The Clerk confirmed that £3,000.00 has been allocated within the 2022/23 budget for surgery works in the St. Lawrence Churchyard. Cllr Johns expressed concern that this budget may not be adequate.

- b) To receive an update from the Clerk on planned repairs to the boundary wall

The Clerk reported that there had still been no response from the Diocese of Peterborough and, on the request of Reverend Paula; she had emailed the TC Surveyor to check whether he had received any direct communications and is awaiting his response. If he has not, Reverend Paula plans to escalate this matter and the committee agreed the Clerk should send a recorded delivery letter to the Diocese to advise that, in the absence of any communications, work will be scheduled to prevent further deterioration to the boundary wall.

8. Malthouse Court Allotments

To receive an update from the Clerk on all matters relating to the Malthouse Court allotments

The Clerk confirmed she will be attending a site meeting with representatives from the Towcester Allotment & Gardener's Association on 1st February. They have suggested a number of amendments to the annual agreement, including the implementation of a probationary period for new plot holders. The Clerk will check the protocol for making changes to these terms with the National Association but predicts 12 months' notice will be required for existing plot holders.

CLOSED SESSION

Cllr Johns proposed that, pursuant to the Public Bodies [Admission to Meetings] Act 1960, the Public and Press be excluded from the Meeting due to the confidential nature of the business to be discussed concerning:-

- Permit application for the erection of a headstone seconded by Cllr Lynch; all in favour.

H. J. Lynch 28 March 2022