

EAST HAGBOURNE PARISH COUNCIL CEMETERY COMMITTEE

Minutes of Meeting held on 16th July 2019

1. Attendance, apologies, declarations of pecuniary interest and vacancies:

Present: D. Button (Chair), M. Butler, J. Elliott, R. Dawson, L. Lloyd (EHPC Clerk). Apologies received from C. Napper. D. Button welcomed M. Butler to the committee, and that a lay person from West Hagbourne was also entitled to join the committee, if there was interest in doing so.

2. Public Forum and Questions: No members of the public were present.

3. Confirmation of minutes of the meeting of 18th March 2019: The minutes were approved and signed.

4. Lych Gate: D. Button confirmed that the Lych Gate has not moved visibly since the last meeting. It was agreed that continued monitoring will suffice at present.

5. Layby parking lines: L. Lloyd confirmed that she has been chasing the relevant contacts at OCC, but has not made any progress as to when the lines will be painted. It was agreed that this should be followed up until resolved.

6. Memorial Inspection Feedback: D. Button reported that he and L. Lloyd completed a memorial inspection on 9th July. Two headstones are a risk and two book style memorials need secure fixings. Some others were loose but not a risk. Findings have been recorded and where required the owners will be contacted to resolve issues. If the owners do not respond, a policy may have to be introduced concerning memorial management.

7. Waste bin management: D. Button reported that the Grundon bin has been in use since May and there have been no issues with the fortnightly collections. The old bins have been moved behind the hedge and it was agreed that L. Lloyd will contact SODC to request that they are removed from the cemetery.

8. Cemetery Database Progress: L. Lloyd reported that she has input grave details for graves in rows A and B so far, and will continue to work on this as time allows.

9. Review of Cemetery regulations: The regulations have been amended to include clearer guidelines for memorial sizing, plot spacing, use of the new Grundon bin, and management of the cemetery. It was agreed that L. Lloyd will make final amends and the regulations circulated for approval.

10. Childrens Funeral Fund for England (CFF): D. Button reported that the Children's Funeral Fund will come into force on 23rd July and will mean that the Parish Council will have to apply to CFF instead of the parents for the fees if a child under 18 is buried. It was agreed that once the full regulations are published, it may be necessary to make an amend to our fees information to reflect this.

11. Wildflower meadow update: Below summarizes an email report from C. Napper of her findings during a visit on 14th July:

The rosa rugosa hedge has bramble growing through it, as well as two trees, and it is overgrown. At the end of the summer the bramble will be treated, the trees cut down, and the hedge reduced to half its height and cleared away.

The flower meadow will be cut imminently and left for the seeds to drop. The Environment Group will then rake it into four rows and burn them.

Several orchids were spotted in the meadow as usual this year.

Die back is beginning in at least one of the Ash trees bordering the railway line. It has not yet started at the top but may have to take off some branches when necessary. Standing dead wood is incredibly valuable as a biodiversity resource so as long as it is safe, it could be left in the hedgerow and is only feet from where several stag beetle larvae were found some years ago.

The short hedge in the far corner has grown very tall this year. It will be cut back this autumn.

Earlier this year the hedge was cut back enough to give Monica's Oak more light and it is looking well.

12. Trees: The issue of the state of the trees in the graveyard was again discussed. D. Button resolved to write to the Chairman of the PCC about their upkeep/removal as this was not actioned following the March meeting.

L. Lloyd confirmed that she has requested that the hedges are cut by BGG as soon as is practical after nesting season finishes and that she is advised in advance due to the trinkets hanging in the hedge to the Eastern side of the cemetery.

BGG have not cut the cemetery grass and an unknown person has kindly mowed between rows E and F, and along the front of the cremated remains. It was agreed that L. Lloyd will send BGG a firmly worded email to resolve the inconsistent grass cutting.

13. Finance Report:

a) Payments Since last meeting					
Payee	Item	Cheque No.	Net	VAT	Date
EHPC	Cemetery contribution to Clerk salary	N/A	£537.52	£0.00	31/03/2019
Hagbourne Parochial Church Council	Cemetery water bill contribution 21/06/2017-26/03/2019	102645	£75.70	£0.00	10/04/2019
Grundon Waste Management	Waste Bin services	DD	£5.76	£0.96	20/06/2019
		Total	£618.98	£0.96	
b) Receipts since last meeting					
Item	Amount	Date			
Interment Fee for I. G Joyce	£85.00	01/04/2019			
Phyllis Brook - 2nd inscription plot B20	£25.00	04/04/2019			
EROB and interment fees for D. Pierpoint	£340.00	02/05/2019			
D Napper memorial	£85.00	28/05/2019			
Reeves Memorials - Scowen and Pickford memorials	£170.00	11/07/2019			
Total	£705.00				
Balance of Cemetery fund £7362.26					

It was agreed that the fees should be reviewed at the meeting next July with the view to increase again in October 2020.

14. Activity Report:

Name	Type	Date of burial	Plot	Fees
I. G. Jones	Full Burial	04/04/2019	F168	£85.00 for interment (plot purchased as 'next in line' when R Parsley was Clerk)

I. W. Noyce	Ashes interment	24/04/2019	CM66	£340.00 for EROB and interment (non-resident) The fees were paid in March when the plot was reserved.
D. Pierpoint	Ashes interment	05/05/2019	CM67	£340.00 for EROB and interment (non-resident)

15. Correspondence: Nothing to report.

16. Items for report and inclusion on the agenda of the next meeting:

Children's Funeral Fund for England

17. Date of next meeting: The date of the next meeting will be Monday 18th November 2019 at 7:30pm in the meeting room at Hagbourne Village Hall.

Meeting concluded at 8:15pm.

Signature of Chairman of Cemetery Committee

Date