

**EAST HAGBOURNE PARISH COUNCIL  
CEMETERY COMMITTEE**

**Minutes of Meeting held on 9<sup>th</sup> March 2021**

- 1) Attendance, apologies, declarations of pecuniary interest and vacancies**  
Present: D. Button (Chair), J. Elliott, M. Butler, C. Napper and L. Lloyd (EHPC Clerk).  
Apologies received from R. Dawson.
- 2) Public Forum and Questions - None**
- 3) Confirmation of minutes of the meetings of 17<sup>th</sup> November 2020 and 21<sup>st</sup> January 2021** – The minutes for both meetings were approved and signed. It was also agreed that the minutes from the August 2020 meeting would be signed.
- 4) Lych gate including paving repair** – D. Button reported that the shifting of the Lych gate to its original position that has been noted in recent years was the work of Terry Taylor. He has been thanked for his efforts. The issue with the lifted paving slab noted at the last meeting has been discussed and a quote of £188.00 from Terry Taylor for a permanent repair was discussed and approved.
- 5) Eastern Gate Repair** – D. Button confirmed that Terry Taylor has also provided a quote of £121.00 to repair the Eastern Gate. The repair and cost were approved.
- 6) Standpipe path** – D. Button reported that the walkway between the standpipe and the old cemetery has become worn and slippery over the winter months, due to increased use by visitors to the old cemetery. He proposed that the path should be improved to ensure safe usage. Terry Taylor has quoted £203.00 to lay paving slabs. This work was approved.
- 7) Layby parking signage update** - D. Button reported that the signs have now been installed, facing into the layby at each end. An additional consideration is whether to add a hatched area to keep clear for hearses.
- 8) Digital Mapping: To discuss the cost of digital mapping through Pear Technology to link to the existing Epitaph database. One-off costs of £650.00 (£500 to produce the digital map of the cemetery and £150.00 for the setup costs for HeritEdge), plus an £80.00 annual fee to Edge IT** – Following discussion, the proposal to set up digital mapping was approved along with the costs, and L. Lloyd was instructed to proceed with this.
- 9) Memorial correspondence feedback** – L. Lloyd reported that she has spoken again with the owner of A15 about the raised edging. This has apparently been lowered to ground level but ideally it would be removed. The owners of A41 no longer live at the address on record. The owners of F157 have been sent a further letter in early March asking that the raised wooden edges and chippings are addressed this month before the grass cutting commences.
- 10) Waste bin management** – D. Button confirmed that as the current hardstanding next to the Lych gate is no longer suitable, Terry Taylor has quoted £265.00 to install a suitable larger base with concrete slabs. He proposed this should be actioned and the work was approved. L. Lloyd was instructed to contact Grundon to confirm that the bin should be returned to the hardstanding rather than left just inside the Lych gate once the new hardstanding is complete.
- 11) Wildflower meadow update** – C. Napper reported that J. Powell will cut the wildflower meadow in mid-summer. She is also hoping to cut and rake it with the help of HUGS volunteers in the next few weeks to encourage the flowers. The Rosa Rigosa hedge is full of brambles and needs attention. The trees along the right-hand side of the cemetery have some low hanging branches and these need removing to allow safe mowing of the meadow. Permission was given to carry out these tasks.

**12) Relationship with PCC** – D. Button reported that it has now been confirmed that the two emails sent to start a conversation have been received, and the Church are discussing the trees themselves. D. Button proposed that he would contact the PCC Chairman again to arrange a meeting at the cemetery with PCC to allow discussion of joint concerns.

**13) Trees** – D. Button confirmed that the main issue that needs discussing is the central tree line. The Cemetery Committee has not arranged a full tree survey as legislation dictates that the Parish Council is not able to fund the Church. An option the Parish Council could pursue would be to cut back the trees on the East side to a height of approximately 4m to remove the overhang, however this may destabilise the trees and a full assessment should be carried out to ensure this would be safe.

**14) Finance report -**

**a) Payments Since last meeting**

Payee	Item	Cheque No.	Net	VAT	Total	Date
BGG Garden and Tree Care	Cemetery Grass cut and hedge cutting	102785	£330.00	£66.00	£396.00	19/11/2020
L. Lloyd	Cemetery contribution to Clerk's Salary - Nov	102786	£52.85	£0.00	£52.85	30/11/2020
Grundon Waste Management	Cemetery Bins - October	DD	£41.90	£8.38	£50.28	23/11/2020
Grundon Waste Management	Cemetery Bins - November	DD	£41.77	£8.35	£50.12	22/12/2020
L. Lloyd	Cemetery contribution to Clerk's Salary - Dec	102791	£52.85	£0.00	£52.85	31/12/2020
BGG Garden and Tree Care	Ash Tree Removal	102798	£450.00	£90.00	£540.00	21/01/2021
L. Lloyd	Expenses - Cemetery Signage	102800	£215.58	£43.12	£258.70	21/01/2021
L. Lloyd	Cemetery contribution to Clerk's Salary - Jan	102801	£52.85	£0.00	£52.85	31/01/2021
Grundon Waste Management	Cemetery Bins - December	DD	£66.37	£13.27	£79.64	21/01/2021
L. Lloyd	Cemetery contribution to Clerk's Salary - Feb	102809	£52.85	£0.00	£52.85	28/02/2021
Grundon Waste Management	Cemetery Bins - January	DD	£43.81	£8.76	£52.57	22/02/2021
<b>Total</b>			<b>£1,400.83</b>	<b>£237.88</b>	<b>£1,638.71</b>	

**b) Receipts since last meeting**

Item	Amount	Date
R&H Barker - Napper Interment A44	£85.00	12/11/2020
MJ Didcock - EROB and Burial JM Hill F176	£600.00	23/11/2020

MJ Didcock - EROB and ashes interment J. East CM73	£340.00	15/12/2020
M J Didcock - EROB and ashes interments for J and I Noble CM74	£510.00	23/12/2020
M J Didcock - full burial and ashes interments BG and B Osborne E145	£340.00	28/01/2021
MJ Didcock - full burial Bailey A14	£170.00	05/02/2021
Reeves Memorials - Second inscription fees for Knox CM45 and Miness B36	£50.00	17/02/2021
	£2,095.00	

Balance of Cemetery fund £10,816.71

L. Lloyd confirmed that she has circulated the new fees table to funeral directors and stonemasons ahead of the 1<sup>st</sup> April.

#### 15) Activity report

<u>NAME</u>	<u>TYPE</u>	<u>DATE OF BURIAL</u>	<u>PLOT</u>	<u>FEES</u>
HILL, JM	FULL BURIAL	26/11/2020	F176	£600.00
EAST, JPE	ASHES INTERMENT	17/12/2020	CM73	£340.00
NOBLE, JW	ASHES INTERMENT	07/01/2021	CM74	£340.00
NOBLE, IA	ASHES INTERMENT	07/01/2021	CM74	£170.00
OSBORNE, BG	FULL BURIAL	02/02/2021	E145	£170.00
OSBORNE, B	ASHES INTERMENT	02/02/2021	E145	£170.00
BAILEY, C	FULL BURIAL	12/02/2021	A14	£170.00

16) Correspondence – Nothing to report

#### 17) Items for report and inclusion on the agenda of the next meeting

Flooding in the cemetery

18) Date of next meeting – Tuesday 6<sup>th</sup> July 2021 at the Cemetery Lych Gate

Signed \_\_\_\_\_ Date \_\_\_\_\_