

**EAST HAGBOURNE PARISH COUNCIL  
CEMETERY COMMITTEE**

**Minutes of Meeting held on 6<sup>th</sup> July 2021**

- 1) Attendance, apologies, declarations of pecuniary interest and vacancies**  
Present: D. Button (Chair), J. Elliott, C. Napper, R. Dawson and L. Lloyd (EHPC Clerk).  
Apologies received from M. Butler.
- 2) Public Forum and Questions** - None
- 3) Confirmation of minutes of the meetings of 9<sup>th</sup> March 2021** – The minutes were approved and signed.
- 4) Lych gate including paving repair** – The paving has been fixed and is no longer a trip concern. The Lych Gate is still slowly being realigned and the seating is now almost level, although the gate is still slightly out of position.
- 5) Eastern Gate Repair** – It was agreed that L. Lloyd would speak to Terry Taylor to check on progress with the gate as it is still looking misaligned. C. Napper noted that it would be good for the gate to be fixed ahead of Jeff Powell mowing the Wildflower meadow at the end of July.
- 6) Standpipe path** – The hardstanding has been completed and D. Button confirmed that laying a path from the tap to the old cemetery was considered unnecessary when the area was inspected prior to work commencing.
- 7) Digital Mapping progress** – L. Lloyd confirmed that Pear Technology have sent the first draft of the cemetery map for proofing. This will be checked for accuracy and L. Lloyd and D. Button will review future plot layout.
- 8) Memorial correspondence feedback** – There has been no contact from the owners of the plots in breach of regulations. L. Lloyd confirmed that one plot in question has recently requested a memorial. It was agreed that the stonemason should be contacted to confirm that the remedial works on the plot need completing prior to the stone installation.
- 9) Waste bin management** – The larger hardstanding has now been completed. D. Button reported that there had been some issues with missed bin collections in April/May resulting in wasted journey charges. L. Lloyd confirmed that she had contacted Grundon to confirm that the issue was driver error as the bin was visible from the gate. The charges have been removed from the invoices.
- 10) Wildflower meadow update** – C. Napper confirmed that herself and a West Hagbourne resident have recently trimmed back the trees along the North and East boundaries which had branches overhanging the wildflower meadow to ensure there are no obstructions for the mowing of the meadow later this month. The cuttings will be made available for villagers to use as pet bedding, and it was agreed that C. Napper will post details on Facebook and arrange collection at appropriate times to ensure visitors to the cemetery are not disturbed. C. Napper noted that an additional cut in Spring would help rejuvenate the meadow. Visitors to the wildflower meadow were discussed. C. Napper reported that at least 21 orchids had been located in the meadow this year. It was agreed that while the cemetery committee had not approved being included in the HUGS walking tour to avoid groups potentially disturbing cemetery visitors, the wildflower meadow is there for locals to enjoy.
- 11) Relationship with PCC** – D. Button confirmed that despite trying on three separate occasions to arrange a meeting with PCC to discuss cemetery matters, there has been no progress with this.
- 12) New signage with contact details for the old and new cemeteries** – D. Button confirmed that there had been a number of posts on Facebook recently concerning the cemetery and it was evident that people do not know who is responsible for the different areas. There is already a notice on the Lych Gate with contact details for the clerk. A re-written version with contact details and clarification for both areas was circulated prior to the meeting. C. Napper confirmed that the best contact for the old cemetery (which consists of two old churchyards) would be the Church Benefice office. It was agreed that L. Lloyd would amend the notice and circulate for approval before affixing in prominent locations in the cemetery.
- 13) Trees** – D. Button confirmed that the lack of contact with the PCC means the conversation regarding the central line of trees has not happened. Following the removal of the ash with dieback next to the East gate, it was agreed that L. Lloyd would now contact BGG and ask them to assess the other trees in the new cemetery for dieback or other concerns. C. Napper noted that one tree next to the school field may need attention for safety reasons. D. Button also noted that the hedges by the layby have been recently cut, although nobody at the

meeting knew who is responsible. While the gesture is appreciated, approval should be sought ahead of time, particularly as it is bird nesting season and the cutting is usually done later in the year for this reason.

#### 14) Finance report -

##### a) Payments Since last meeting

| Payee                    | Item  | Cheque No.     | Net     | VAT    | Total   | Date       |
|--------------------------|---|----------------|---------|--------|---------|------------|
| Grundon Waste Management | Cemetery Bins - February                        | DD             | £43.39  | £8.68  | £52.07  | 22/03/2021 |
| L. Lloyd                 | Cemetery contribution to Clerk's Salary - March | 102815         | £52.85  | £0.00  | £52.85  | 31/03/2021 |
| Terry Taylor             | Cemetery Signage installation                   | 102816         | £55.00  | £0.00  | £55.00  | 19/03/2021 |
| Grundon Waste Management | Cemetery Bins - March                           | DD             | £43.81  | £8.76  | £52.57  | 23/04/2021 |
| L. Lloyd                 | Cemetery contribution to Clerk's Salary - April | Online Payment | £52.85  | £0.00  | £52.85  | 27/04/2021 |
| Grundon Waste Management | Cemetery Bins - December                        | DD             | £32.17  | £6.43  | £38.60  | 25/05/2021 |
| L. Lloyd                 | Cemetery contribution to Clerk's Salary - May   | Online Payment | £52.85  | £0.00  | £52.85  | 25/05/2021 |
| BGG                      | Cemetery cut 01/05/2021                         | Online Payment | £60.00  | £12.00 | £72.00  | 03/06/2021 |
| Grundon Waste Management | Cemetery Bins - May                             | DD             | £21.31  | £4.26  | £25.57  | 22/06/2021 |
| L. Lloyd                 | Cemetery contribution to Clerk's Salary - June  | Online Payment | £52.85  | £0.00  | £52.85  | 28/06/2021 |
| Total                    |   |                | £467.08 | £40.13 | £507.21 |            |

##### b) Receipts since last meeting

| Item   | Amount  | Date       |
|--|---------|------------|
| Abingdon Stone & Marble - East Memorial CM73   | £85.00  | 01/03/2021 |
| Abingdon Stone & Marble - East Memorial CM73 (top up payment as non-resident fee required)       | £85.00  | 18/03/2021 |
| M J Didcock - Bishop interment F156  | £170.00 | 18/03/2021 |
| Set In Stone - Bailey second inscription A14   | £52.00  | 30/04/2021 |
| Reeves Memorials - Osborne E145 2nd inscription, Hill F176 memorial, Roberts C87 2nd inscription | £253.00 | 09/06/2021 |
|  | £645.00 |            |

Balance of Cemetery fund  
£10,991.30

**15) Activity report**

| <u>NAME</u> | <u>TYPE</u> | <u>DATE OF BURIAL</u> | <u>PLOT</u> | <u>FEES</u> |
|-------------|-------------|-----------------------|-------------|-------------|
| BISHOP      | FULL BURIAL | 18/03/2020            | F156        | £170.00     |

**16) Correspondence** – D. Button noted the flooding issues earlier this year where areas of the cemetery were quite heavily waterlogged, which had led to reported concerns from cemetery visitors. Unfortunately, there is not an option to add drainage facilities in the cemetery so standing water will occur during heavy rains due to the underlying geology.

**17) Items for report and inclusion on the agenda of the next meeting** – None noted

**18) Date of next meeting** – Tuesday 2<sup>nd</sup> November 2021 at Hagbourne Village Hall

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