

**MINUTES OF A MEETING OF THE CEMETERY MANAGEMENT COMMITTEE HELD ON
WEDNESDAY 15th NOVEMBER 2023 AT 7.00PM, IN THE COUNCIL CHAMBER, GREENACRE
CENTRE, STOTFOLD**

Committee Members present:

Councillors J Hyde (Chairman), S Buck, Mrs M Cooper, S Dhaliwal, S Hayes, J Headington

Also present:

Cllr J Bendall

E. Payne, Town Clerk

48/23 APOLOGIES FOR ABSENCE

There were no apologies received. Cllr Bhasin was absent.

**49/23 DISCLOSURE OF MEMBERS INTERESTS & REQUESTS FOR
DISPENSATION**

There were no disclosures of interest or requests for dispensation. Members were reminded that if at any time during the meeting they feel they have an interest in an item being discussed, they should declare it at that point.

50/23 PUBLIC PARTICIPATION – QUESTIONS, COMMENTS & RESPONSES

None present.

51/23 MINUTES OF PREVIOUS MEETING

Members received the minutes of the Cemetery Management Committee meeting held on 18th October 2023 and it was **RESOLVED** that:

The minutes are a true record of the meeting.

**52/23 CLERK'S REPORT, CORRESPONDENCE RECEIVED & MATTERS ARISING
FOR INFORMATION**

52/23.1 Removal of box ball

Members noted that it was the box balls that were being removed and not the box hedge.

52/23.2 Skip Area

Members were advised that the contractor had pushed back the start date until 16 November 2023.

52/23.3 Lettering of War Memorial

Members sought an update on the updating of the lettering on the war member. There was no update on this item.

52/23.4 Exhumation Fees

Members asked if there was an update on the prices for exhumation. Member were advised that this was not available. It would be deferred to the next meeting.

52/23.5 Chapel Lease

Members were advised that the Chapel lease has expired. The Town Clerk has received advice from the Council's solicitors. The Assistant Clerk is making enquiries with the current leaseholder if they wish to renew and on what terms. This item will be considered at the next meeting.

53/23 REPORTS TO COMMITTEE

53/23.1 Budget 2024/25

- a) Members received a proposed budget for this committee and noted the status of the Earmarked Reserves. The budget was reviewed, amendments were made, and it was **RESOLVED to recommend to the Establishment Committee that:**

The Cemetery budget is approved.

b) Fees and Charges 2024-25

Members received the fees and charges for this committee. It was noted that the fees and charges had not been increased for two years. It was **RESOLVED** that:

With effect from 1 April 2024, the Cemetery charges are increased as follows:

Interment

Adult	£400
Child under 3	£225
Child 3 years and over in adult section	£400
Buriel of ashes in Grave Space	£225

Purchase of Buriel Grant

Double Depth Plot	£700
Child under 3 (baby section)	£325

Re- registering of Exclusive Right of Burial Grants	£100*
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Erect or Place a Memorial

Beacon Section, Upper Lawn Section and Old Section	£450
Headstones in the Baby Section	£150
Any monument	£450

Lower Lawn

Flat plaque	£275
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Lower Garden of Rest, Beacon Garden And Walled Garden of Rest

Purchase of Plot	£350
Interment	£250
Fee of plaque	£150
Scatting of ashes	£100*

All areas of Cemetery

Additional inscription to an existing Memorial	£100*
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Charges are trebled for non Stotfold residents except for those charges asterisked'.

53/23.2 Planting at Walled Garden of Rest

Members received a report with a price for the lavender at the walled garden of rest.

Members were advised by the Chairman that during a recent visit to the Walled Garden of Rest that there is nowhere where a bench can be installed. She asked Members to visit the cemetery and consider a location for a bench. item to be considered at the next meeting. It was **RESOLVED** that:

The planting 40 dwarf lavender bushes by the Town Rangers is to be progressed.

53/23.5 Wildflower Area at Walled Garden of Rest

Members were asked to reconsider a previous decision of this committee regarding a wildflower area at the Garden of Rest. It was discussed that it was not a suitable location for this type of planting. It would also free up additional space for burials. It was **RESOLVED** that:

The decision of a wildflower area at the Walled Garden Rest is rescinded.

53/23.4 Spraying of Box Plants

Members considered the control of box caterpillars in the cemetery considering the destruction of some of the box plants in the cemetery. Members considered that the spraying with an unlicensed pesticide was not appropriate. The former Grounds Maintenance Contractor had recommended an alternative pesticide. This was in the baby section and the box hedge leading to the lower Garden of Rest. It was **RESOLVED** to:

Spray the box plants with registered pesticides, according to instructions and include pheromone pest control.

52/23.5 Cemetery Gate Security

Members were asked to consider the current system where anyone with a loved one in the cemetery can buy a key to the gates. A discussion was held about the process and whether deposits for the keys are held. A report will be brought back to this committee with full details on how keys are issued. It was **RESOLVED** to:

Consider the security of the cemetery at the next meeting.

52/23.6 Diana Rose Arch

Members received a report with a proposed design for a new, metal arch for the rose arch. It was **RESOLVED** to:

Accept the quotation of £1285 for a bespoke metal rose arch to be supplied and installed, with the cost taken from the Cemetery Earmarked Reserve.

52/23.7 Work Programme

Members received the Work Programme for this committee, and it was noted that the items discussed at this meeting would be added to this document.

53/23 ITEMS FOR INFORMATION PURPOSES, RELEVANT TO THIS COMMITTEE ONLY

Members expressed their thanks to the Grounds Maintenance Contractor and the Town Rangers for their work in the cemetery and chapel prior to the Remembrance Sunday event.

47/23 DATE OF NEXT MEETING

Wednesday 17 January 2024

The meeting was closed at 1947.

MINUTES APPROVED (date):

SIGNED BY CHAIRMAN: