Frodsham Town Council

Minutes of the
Cemetery Sub Committee
held on Wednesday 7 September 2016 at 3pm
at Tarvin Road Cemetery

Present: Cllr F R Pennington (Chair), Cllr C Ashton (Vice Chair) & Cllr J Critchley
In Attendance: Mr J Nield, Mr P Morris (Facilities Manager) & Mrs A Scriven (Office Manager)
Meeting 2

No	Item	Note/Decision/ Action
12	**Apologies:**	were received and accepted from Cllr L Brown and Mrs J McDonagh
13	**Minutes of the meeting held on 29 June 2016**	This was deferred to the next meeting.
14	**Site Visit:** Due to lack of progress on items below, it was agreed to continue with the site visit, record all relative information and to defer the remaining agenda items to the next meeting. During the site visit, the following points were raised: **JN & FRP:** believe it to be the generally accepted practice that graves should all be laid in the same direction. **JC:** noted the general practice, but confirmed that this is not a rule in law. **JN & FRP:** believe that development of the land at the top area would be too expensive and that space for 43 graves could be provided if 10 trees were removed on the right hand side of the cemetery. It was agreed that quotes for the design of the upper area should be obtained for further discussion at the November meeting. **Action: Clerk** The suggestion of tree removal has been raised in the past and FTC had agreed to defer this matter until January 2018, but the group agreed to invite contractors to quote for the removal of 10 trees, with a view to discussing further at the November meeting. **Action: Clerk** **JN & FRP:** raised concerns about graves being left open for a number of days and the group agreed to obtain quotes for portable fencing for use when a grave is to be left open. **JN:** suggested that the grave digger should be responsible for the maintenance of the plot until it has sunk to ground level and that any expense incurred would be met by the grave owner. To be discussed at the November meeting. **FRP:** would prefer that a contractor was commissioned to carry out all work in the cemetery as this would free the Facilities Manager to carry out duties elsewhere. FRP believes that this would achieve a better result for the cemetery and requested that quotes for this be obtained, for discussion at the November meeting. **Action: Clerk**	
15	**Budget 2016-17**	To review the budget and agree any changes To review spend to date against budget. **Defer**
16	**Cemetery Regulations**	To discuss the need for any amendments and agree actions. **Defer**
17	**Development of the site**	To discuss options and agree any actions. **Defer**
18	**Access**	To discuss issues and consider any actions. **Defer**
19	**Maintenance Plan**	To note any progress. **Defer**
20	**Business Plan**	To note any progress. **Defer**
21	**Trees**	To not previous decision made to leave trees for another 3 years. **Defer**
22	**Fees & Charges**	To review current fees and charges and to agree any changes. **Defer**
23	**Budget 2017-18**	To consider the budget requirements for the next financial year. **Defer**
24	**Agenda items for the next meeting**	See item 14 for matters raised for future discussion.
25	**Date of next meeting**	9 November 2016 – 7 – 8pm

Meeting closed 4pm

Signed_____ **Dated**_____

Town Clerk: Mrs H Catt
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