

Bromyard & Winslow Burial Committee

Minutes of a meeting held on Monday 21st January 2019
at 7.30pm in the Council Chamber, Council Offices, Bromyard

*Until the next meeting of the Bromyard & Winslow Burial Committee
these Minutes have not been ratified*

Present: Cllrs Churchill, Clark, Cooper, Nevin and Smith

Fire Procedure: Read to the meeting

Action

19/01 Apologies:

Cllr. Pettitt – leave of absence.

19/02 Declarations of Interest and written requests for dispensation:

None

19/03 Minutes of the meeting held on Monday 19th November 2018:

It was resolved to accept the minutes as a true record of the meeting

19/04 Matters Arising:

Noted

19/05 Matters brought forward as per “To Do List”:

Members noted the information contained in the list

19/06 Finance:

Noted

19/07 Exclusive Rights of Burial:

Noted

19/08 Memorial Applications:

Noted

19/09 Available spaces:

Noted

The DTC was asked to find out if the tree roots in the current new burial area can be “ground out”

DTC

19/10 Health & Safety:

Members viewed the extract from the Ellis Whittam Assessment document.

The DTC was asked to obtain;

- I. Risk Assessments from the Funeral Directors with regard to grave digging **DTC**
- II. Copies of Insurance Cover for Public Liability and Training Certificates from the new Grass cutting Contractor **DTC**

Members wished to make it clear that they had been left perplexed by the information received from Ellis Whittam

19/11 Failure of Large Memorial:

Members discussed an incident at the cemetery which involved a large memorial falling forward. It was not clear if this had been caused through vandalism. No damage had been caused however the incident was of great concern. Members viewed several photographs of this and other memorials, supplied by the DTC, which seem to be in need of attention. The DTC outlined the procedure for "Wobble Testing" which includes advertising that testing will take place, contacting the relatives of any memorials in need of attention etc. If any War Graves, of which there are four, need attention the War Graves Commission will be contacted.

DTC

It was resolved to contract Mr. Rob Wilks to carry out a Wobble Test as a matter of urgency on the memorials in the cemetery at a cost of £250.00; to include

DTC

- I. immediate attention to any found to be a cause of concern,
- II. a list and photos of any which are in need of remedial attention.

19/12 Planning for Extension:

Members discussed the information provided. The DTC, together with Cllr Cooper to draw up a map of the area.

DTC

It was resolved to authorise the DTC to spend up to £400 on pre-application advice pending a Planning Application for Change of Use, as advised by an Office of the Herefordshire Council Planning Department.

DTC

Meeting closed at 8.20pm