

# BROMYARD & WINSLOW TOWN COUNCIL



MINUTES  
B19/25 – B19/40

## Burial Committee

Minutes of a meeting held on  
**Monday 17<sup>th</sup> June 2019**  
at 7.30pm in the Council Chamber, Council Offices, Bromyard.

**\*UNTIL NEXT MEETING OF THE BURIAL COMMITTEE  
THESE MINUTES HAVE NOT BEEN RATIFIED\***

**Present:** Cllr. Cooper (Chair) Cllr's Churchill, Clark, Pettitt and Dunne-Thomas

**Fire Procedure:** Read to the meeting

	<b>Action</b>
<b>B19/25 Apologies:</b> None	
<b>B19/26 Declarations of Interest and written requests for dispensation:</b> None	
<b>B19/27 Minutes of the meeting held on Monday 18<sup>th</sup> March 2019:</b> <b>It was resolved</b> to accept the minutes as a true record of the meeting	
<b>B19/28 Matters Arising:</b> None	
<b>B19/29 Matters brought forward:</b> Members accepted the verbal report from the DTC and noted that several items appeared on the agenda	
<b>B19/30 To report on any Health &amp; Safety Matters:</b> The DTC informed members that a review of the Health & Safety Policy and Matrix would be on the Agenda for the next meeting (scheduled for September). The DTC was asked to speak to the funeral directors and ask them to speak to the grave digger with regard to where he stores earth just prior to a burial.	<b>DTC</b>  <b>DTC</b>
<b>B19/31 Finance:</b> <b>It was resolved</b> to accept the financial report, subject to the review of charges. Members questioned whether the Burial Cttee EMR would attract interest. The DTC pointed out that EMR's are within Council funds and not kept in a separate account.	

- B19/32 Exclusive Rights of Burial:**  
Noted
- B19/33 Memorial Applications:**  
Noted
- B19/34 Available spaces:**  
Members were advised that available spaces are in short supply. The DTC advised that the next phase of development should begin soon.  
It was decided to wait until the Ground Penetration Survey results became available.
- B19/35 Review of Fees:**  
Members reviewed the fees charged by Herefordshire Council at various locations together with those charged by Ross and Ledbury Town Councils.  
**It was resolved**
- 1) That Interment Fees and Purchase Fees for any child under the age of 18 be **DTC**  
abolished.
  - 2) That all other fees be increased by 5% rounded up to the nearest £5 **DTC**
- B19/36 Permission for a Wooden Memorial:**  
Members discussed this matter at great length and viewed the photographs supplied by the DTC of a number of newly constructed wooden kerb-sets in the cemetery.  
**It was resolved:**
- 1) That permission for the memorial as per the agenda not be granted
  - 2) That those who had constructed wooden kerb-sets in the cemetery be contacted and **DTC**  
instructed to remove them. **DTC**
- B19/37 Garden of Peace:**  
Members had that day received a copy of the Pre-application Advice sought from Herefordshire Council. Ideas were discussed. A cost of up to £2000 was agreed to be set aside for the Planning Application and associated reports. The DT was authorised to agree works to this value. **DTC**  
**It was resolved** to arrange a meeting, first at the cemetery in order to better understand layout, dimensions, landscape etc. **DTC**  
The meeting to take place on Tuesday 2<sup>nd</sup> July at 10.00am
- B19/38 Gate for entrance to Garden of Peace:**  
This matter was deferred to the next meeting
- B19/39 Memorial Testing:**  
The DTC reported on the findings of the Wobble Testing carried out during March 2019. It was reported that the DTC had tried to obtain contact details of possible owners but as most of the graves were old this had not always been achievable. Due to Health & Safety implications Mr Wilks had been instructed by the DTC to lay down 8 memorials which had been classified as dangerous. With regard to the balance, the DTC will continue to try and obtain contact details and report back to the next meeting. **DTC**
- B19/40 GPR Survey:** Members were advised that the survey had taken place during Friday 14th and Saturday 15th June and that the surveyors were happy with the results. The final report was promised within three weeks.  
**Meeting closed at 8.45pm**