



BROMYARD AND WINSLOW TOWN COUNCIL

BURIAL COMMITTEE

Minutes of an ordinary meeting held on Monday 16th January 2023
At 2:00pm in the Council Chamber, Council Offices, Rowberry Street, Bromyard

MINUTES B23/01 – B23/09

Present: Cllrs. Hughes, Dunne-Thomas, Churchill, and Law.

Officers Present: Jennifer Eva, Burials Officer.

B23/01 Apologies for absence

LGA 1972 S85 (1)

Apologies for absence were received from Cllrs. Davis (Herefordshire Council meeting) and Quantrill (personal).

B23/02 Declaration of interests and written requests for dispensation

Local Authorities (Model Code of Conduct) Order 2007 SI No. 1159

None received.

B23/03 To receive, approve and sign the Minutes of the Ordinary Meeting held on Monday 21st November, 2022.

LGA 1972 Sch 12 para 41(1)

The Minutes of the meeting held on Monday 21st November, 2022 were received, approved, and duly signed by the Chairman.

B23/04 Single burial plots

Members considered the location for the first single coffin interment in the upper level of the cemetery adjacent to the new cremation area.

Prior to the meeting, the Chairman, Cllr. Law and the Burials Officer visited the cemetery and identified an area to the left of the new cremation beds, which is approximately 10m from the pedestrian access gate. This area is located a slope, however, new interments from this point would naturally follow the pattern of the older graves nearby.

When considering the options for new interments, members noted the summary contained in the Ground Penetrating Radar Survey Report 2019, which confirmed that the structure of the slope is fairly uniformed.

B23/05 Terms of Reference

Members reviewed the terms of reference for the Burial Committee and considered any changes required.

IT WAS RESOLVED to recommend to Full Council to add a new point (12) under the Duties & Powers section; - 12. Delegation of power is granted to the Burials Officer or Clerk to approve standard interments and memorials. Extraordinary requests will be dealt with by the committee.

B23/07 Garden of Peace - Work House memorial sculpture

The Chairman confirmed that she had not received a reply from the Blacksmith, following the letter she sent to him in October 2022, requesting design details for the sculpture.

The Burials Officer has arranged to meet the Blacksmith at the Garden of Peace on Friday 20th January to discuss where the memorial will be installed.

B23/08 Cemetery Fees

Members reviewed the cemetery fees and considered whether any changes were required.

IT WAS RESOLVED not to increase the cemetery fees in 2023.

IT WAS RESOLVED to raise the current age limit for a child's rate from under 17-years to under 18-years.

B23/09 Correspondence

Members noted that the Burials Officer contacted the planning department at Herefordshire Council to enquire about what permissions are required to create a public burial area. The advice received was to seek pre-planning advice when a plot of land becomes available.

The meeting closed at 2:55pm

Chairman Date