



BROMYARD AND WINSLOW TOWN COUNCIL

BURIAL COMMITTEE

Minutes of the meeting held on Tuesday 12th December 2023 at 2:00pm
in the Council Chamber, Council Offices, Rowberry Street, Bromyard

MINUTES
B23/23 – B23/28

Members Present: Cllrs. Andrews, Churchill, Law, and Dunne-Thomas. Cllr. Davies
joined the meeting at 2:25pm.

Officers Present: Jennifer Eva, Burials Officer.

Cllr. Andrews, Vice Chairman, presided over the meeting in the absence of Cllr. Davies.

B23/23 Apologies for absence

LGA 1972 S85 (1)

Apologies for absence was received from Cllrs. Davies and Nielsen (prior engagement).

B23/24 Declaration of interests and written requests for dispensation

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

None received.

B23/25 Minutes

LGA 1972 Sch 12 para 41(1)

The Minutes of the meeting held on Monday 26th June, 2023 were received, approved, and duly signed by the Vice Chairman.

B23/26 Garden of Peace

1. Workhouse Memorial Sculpture Update – a recent update was not received in time for the meeting. Members noted a previous update from the Blacksmith, dated 13th September 2023, as follows.
 - Main structural metal for the project has been purchased.
 - Profile cutters (main figures and parish map plates) – the Blacksmith is creating dxf files and he is awaiting a start date from the cutting company.
 - Memorial book – work has started.
 - Memorial poem – requires clarification on the grammar and spelling of the poem which will be displayed in the book on the main plinth.
 - Brass parish name plates – Blacksmith is currently researching companies that can engrave such items.

Members feel that this project is progressing much slower than expected. The committee agreed to write to the Blacksmith to request that all works are completed by Easter 2024, ready for the sculpture to be installed in early April.

2. Garden maintenance

- i. Members noted that a volunteer has occasionally been working in the garden to clear the flowerbeds and to replace dead shrubs. The garden does require immediate attention by the committee to address other issues of maintenance. Members were provided with recent photos of the condition of the garden.
- ii. Members considered a quotation to spray weeds, remove all dead plants from the flowerbeds, and to cover them with a weed suppressing membrane, topped with natural bark chippings at a cost of £1,050 exc. vat.

It was RESOLVED to accept the above quotation. The contractor will be asked to start the work early in the new year.

In the interim, the pathways around the garden will be swept clear of vegetation by the Council's gardener.

- iii. Members considered and noted a list of suitable low maintenance planting options, as recommended by the Council's ground maintenance contractor.

It was RESOLVED that Cllr. Churchill draw up an alternative list of suitable planting options, which she will present to the committee at the next meeting.

3. Memorial bench

Members noted that the bench in memorial of Dave Morris has recently been installed in the garden, overlooking the DRM depot.

B23/27 Terms of Reference (TORs)

Members reviewed the terms of reference for the Burial Committee.

It was RESOLVED to approve the TORs as presented, with no changes required.

B23/28 Correspondence

None.

The meeting closed at 2:38pm

Chairman Date