



BOX PARISH COUNCIL

MINUTES OF A MEETING OF THE CEMETERY MANAGEMENT COMMITTEE HELD BY ON 7th MARCH 2022

- 1. Present:** Councillors: A. Woollard (Chairman); R. Campbell; H. Parker;
R. Smith; S. Parker; R. Smith; T. Walton
Mrs Carey (Clerk)
- 2. Apologies:** Cllr A. Barton
- 3. Absent:** Cllr J. Clifford
- 4. Public Question Time:** There were no members of the public present
- 5. Actions:** See Appendix to the Minutes
- 6. Minutes:** The Minutes of the Meeting held 1st November 2021 were taken as read and was signed as being a true record.
- 7. Matters Arising from the Minutes.**
 - a. **Lodge Maintenance:**
Parking area by Lodge: The work to complete the parking areas had been completed.
Replacement windows: It was agreed to obtain quotations for the work.
 - b. **Chapel and Lodge roof:** Continue to monitor
 - c. **Hobbs Memorial:** This requires cleaning
 - d. **War Memorial:** Regularly monitor the condition of the memorial.
 - e. **Trees:** Quotations to be obtained for a tree survey to be carried out.
 - f. **Hedges:** Money will be built up in the budget to enable the Committee to look at this again at a later date.
 - g. **Survey of the top field:** A representative from tigergeo will be coming out to look at the site to establish what type of survey is needed
 - h. **Broken railing by the gates:** It was reported that there is a broken railing by the gates. Clerk pursuing this with Arthur Cole and also looking at the stays for the gates.
 - i. **Removal of spoil by gravediggers:** The Clerk had written to all the Funeral Directors asking for the gravediggers to remove the spoil from site. After discussion it was **recommended** that the Parish Council insists that all Funeral Directors use the gravediggers that the Council wishes them to use.
- 8. Items for discussion:**
 - a. **Renewal of Grounds Maintenance Contract:** The new contract had been received from J.H. Jones & Sons This had not been increased for four years and now showed a year on year inflation rise giving the revised figure of £11145.60 + vat pa. It was agreed that this should be revised each year. It was **recommended** that the new Contract be accepted subject to the contractors taking account of the Climate Action Strategy Plan. It was also agreed to discuss the cutting of the hedges every alternate year with J.H. Jones & Son
 - b. **Heating for the Book of Remembrance in the Chapel ante room:** At the present time the room is kept at a constant temperature using two electric heaters. With the increasing cost of electricity it was agreed to purchase a small semi conductor heater to heat the cabinet at a cost of £50
Action: RC

- c. **Pots by the Chapel:** Clerk to ask the contractors to empty the posts. Cllr Smith will look suitable grasses that could be planted which would not require watering. **Action: RS**
- d. **Climate Strategy Action Plan – SMART objectives:** The committee looked at the Forward Plan and agreed that another objective could be added to the Cemetery section to include SMART objectives. The suggestions to carry forward are:
- **Planting of a hawthorn hedge in front of the fence:** look at with next year's budget – grants could be obtained for this
 - **Privet hedges beside the track;** There are gaps in the hedges which need filling in
 - It was felt that there were lots of planting opportunities in the Cemetery which would need to be discussed with next year's budget
 - It was agreed to formalize with J.H. Jones whether they are using any weedkillers
 - Provision of the semi conductor heater to reduce electricity consumption
 - It was agreed to plant flowers along the bank under the front wall. It would need to be planned when to do this. Clerk to ask the contractors not to deal with the bank at the present time.
 - Creation of a wildflower area along the bottom part of the old Cemetery in front of the stream
 - Use of composting area – It was agreed to ask the contractors to put the leaves in the composting area and discuss use of green waste with them
 - **Plastic pots and cellophane:** The council would need to look at how to deal with the plastic waste. It was suggested that extra bins could be installed especially for this.

9. Health and Safety Issues:

- **Safety of headstones:** Next check to be carried out in the April.
- **Dropping post in path:** It was reported that the someone attending a funeral had tripped over the post when this was lowered by the funeral directors. It was agreed to put some hazard tape round the post and to look at replacing this next year with one that goes down into the ground.

10. Headstones:

Cremated remains tablets Michael and Carole Williams James Long

The application for a cremated remains tablet for Catherine Margaret Oakes on grave NG12 was refused. It had been requested that this be positioned in the grass in front of the kerbed grave. It was agreed that the tablet must be on the grave itself.

11. Items raised at the walkround:

- Scarth JC10 - This grave has an additional tablet inserted in the grass in front of the headstone which has not received permission. There are also several items which need removing.
- CCTV card Chapel - Clerk to remind Cllr Barton to check this
- Green burial sites at the top of the Cemetery - Clerk to ask the contractors to flatten these
- Clerk to ask the contractors to tidy up the fallen branches etc from the storm
- The box round the standpipe tap in the top Cemetery needs replacing. Clerk to approach The Shed to ask if they could make a replacement
- There are two old waste bins on the track by the gate onto the A4 – Clerk to ask the contractors to remove these and to tidy up the debris behind the shed
- HA7 Lofthouse – the headstone has sunk. Clerk to ask James Long to check this

12. Items of report and future Agenda items: Nil

13. Date of next meeting: Monday 9th May 2022