



## BOX PARISH COUNCIL

### **MINUTES OF A MEETING OF THE CEMETERY MANAGEMENT COMMITTEE HELD BY ON 7<sup>th</sup> NOVEMBER 2022**

- 1. Present:** Councillors: T. Walton (Chairman); R. Campbell;  
H. Parker; S. Parker; M. Tye  
Mrs Carey (Clerk)
- 2. Apologies:** Cllr J. Clifford
- 3. Absent:** Cllr A. Barton
- 4. Public Question Time:** There were no members of the public present
- 5. Election of Vice Chair:** Cllr M. Tye was unanimously elected as Vice Chairman
- 6. Minutes:** The Minutes of the Meeting held 4<sup>th</sup> July 2022 were taken as read and was signed as being a true record
- 7. Matters Arising from the Minutes.**
  - a. **Lodge Maintenance:**  
**Replacement windows:** Photographs of the windows have been taken and sent to Architectural Bronze Casements Ltd for them to supply a ball park figure for the cost of replacement windows.
  - b. **Chapel and Lodge roof:** Continue to monitor
  - c. **Hobbs Memorial:** Clerk to ask Chris to clean the memorial
  - d. **War Memorial:** It had been agreed to transfer this to the Planning & Conservation Committee
  - e. **Trees:** Quotation for Phase 1 of the tree management for work to trees 2064 and 2070 received in the sum of £1590 + vat. This sum is within the current year's budget. It was **recommended** by 3 votes in favour and 1 against that the quotation be accepted.
  - f. **Survey of top field:** Waiting the outcome of the survey
  - g. **Hedges:** Money will be built up in the budget to enable the Committee to look at this again at a later date
  - h. **Broken railing by the gates:** Quotation received from Arthur Cole for the repairs to the broken railings and the gate stays in the sum of £600 + vat  
It was **recommended** that this be accepted.
  - i. **Tubs by the Chapel:** Cllrs Parker and Tye to look at pots to sit inside the tubs.
- 8. Health and Safety Issues:**
  - **Safety of headstones:** Cllrs Woollard, R. Campbell and H. Parker had carried out a further check of the headstones. It was suggested that photographs be taken of any headstones that need checking. Discuss further at the next meeting.
  - **Gate into top field:** A new gate has been put up but it needs a proper end post and latch. The Committee will look at this on the walk round
- 9. Forward Plan:**
- 11. Correspondence:**  
Tablet for cremated remains - Mike and Carole Williams James Long

Replacement tablet	-	Philip Webster	James Long
Additional Inscription	-	Graham Callaway	James Long

**12. Items of report and future Agenda items:**

- **Walkround:** A walkround of the Cemetery was arranged for 2pm on Tuesday 2<sup>nd</sup> August Tony Jones and Daniel Part to be invited to join
- The benches in the Cemetery need cleaning. Clerk to ask the Groundsman to power wash these
- It was reported that there are a lot of mole hills in the top part of the Cemetery
- Tony Jones had removed some of the laurel branches which were overhanging graves behind the Chapel
- The tree by the entrance needs the lower branches taken off
- The visibility exiting out onto the A4 is poor as there is overgrowth on the right hand side.  
***Post Minute note: The Parish Steward has agreed to cut this back***
- The visitors from the Twinning Committee, Sorigny have asked permission to put flowers in memory of Mike and Carole Williams and Barry Sims on the War memorial
- Wreaths on the War Memorial – Clerk to ask the Groundsman to remove these
- Forward Plan – Clerk to circulate a copy to the Committee

**13. Date of next meeting:** 5<sup>th</sup> September 2022

*Meeting closed at 7.45 pm*

**Chairman**