

CREWKERNE AND WEST CREWKERNE
JOINT BURIAL COMMITTEE

Minutes of the Extraordinary Meeting held on Tuesday 6th November 2012 at 6.45 p.m in the Council Chambers, Town Hall, Market Square, Crewkerne.

PRESENT:

Cllr. M. Best (Chairman), Cllrs. Mrs. J. Borland, Ms. J. Dawson, H. Ploszek, Mrs. A. Stuart, J. Wyatt.

In attendance: Mrs A. Hooper, Crewkerne Town Council Finance Officer, Mr J Dunn, Crewkerne Town Council Property & Projects Officer.

31 APOLOGIES FOR ABSENCE

12/13

Apologies for absence were received from Cllr Mrs Allman (illness). No apologies were received from Cllr. Miss. A. Hennessy.

32 OPEN FORUM

12/13

None.

33 DECLARATIONS OF INTEREST

12/13

None

34 TO APPROVE THE MINUTES

12/13

It was **AGREED** that the minutes of the meeting of the Joint Burial Committee held on 2nd October 2012 be **APPROVED** subject to the following amendment:

Min. Nos. 22 to 26 to read 12/13 rather than 11/12.

35 TO CONSIDER A REPORT AND ESTIMATES FOR MAINTENANCE WORK FOR THE FINANCIAL YEAR 13/14 BY THE PROPERTY & PROJECTS OFFICER. TO SET UP A SMALL WORKING PARTY TO MOVE FORWARD THE PREFERRED DESIGN FOR THE NEW SIGN

12/13

Mr Dunn reported two recent events that required entries into the Significant Findings Register of the Health & Safety file. The first concerned a granite headstone adjacent to grave space E2 533 which required cradle scaffolding at a cost of £400 to be erected to secure the headstone when grave E2 533 was dug to allow the interment of Mrs Lancaster. The scaffolding has now been removed and Mr Dunn reported that he would carry out an assessment of similar headstones to ensure that this situation does not re-occur. The second entry was regarding ash tree no 0359 which was now dead on the boundary of the Cemetery with the Yeovil road (A30), required felling and was in close proximity to an insulated overhead cable. A contractor had been engaged and the work would be carried out promptly while the adjacent utility gas pipe road works were being undertaken.

Mr Dunn's report was considered and he reported that the following works to the Chapel should be carried out within the current financial year by CTC Groundstaff:

- Repairs to missing or slipped roofing slates
- Cleaning down of all roof valley, gutters and down pipes
- Making good of external stone work pointing
- Making good of internal plaster work
- Planting of a suitable hedge screen to form a compound area behind the workshop

He also reported that the works to upgrade the electrics in the Chapel would also take place during the current financial year and a contractor has been appointed. Mrs Hooper confirmed that there should be sufficient funds in this years' budget and in allocated reserves to carry out these works. A quotation for the repairs to the bell carriage timbers and masonry has not yet been received.

After discussion regarding the bowed window on the south side of the Chapel it was **AGREED that the broken small panes should be replaced and the condition of the window be monitored carefully.**

After a lengthy discussion it was **AGREED that a quotation for the tree survey be obtained and that this should be carried out in 2013 and that the bell should be taken down but the repairs to the bell carriage timbers and masonry to be deferred until the results of the tree survey are known.**

Cllrs Best and Mrs Borland reported that the general appearance of the Cemetery was much improved.

It was **AGREED that Councillors would carry out research for the preferred design for the new sign and that this would be itemised for discussion at the next meeting.**

36 TO APPROVE THE BUDGET FIGURES FOR 2013/14 TOGETHER WITH
12/13 **THE ESTIMATED LEVEL OF GENERAL RESERVES. TO AUTHORISE**
THE PRECEPT FOR 13/14

It was noted from the report that it should not be necessary to top up the level of general reserves in the 2013/14 precept.

After discussion it was **AGREED to approve the budget for 2013/14 in the sum of £33,440 and was signed by the Chairman. Crewkerne Town Council's contribution being £31,100 and West Crewkerne Parish Council's contribution being £2,340.**

37 MATTERS OF REPORT
12/13

In response to a question from Cllr Best, Mr Dunn reported that the missing plaque on a bench had been removed for an additional inscription to be added.

38 DATE OF NEXT MEETING
12/13

Tuesday 22nd January 2013 at 6.45 pm in the Council Chambers in the Town Hall, Market Square, Crewkerne.

The meeting closed at 7.48 pm.

Signed.....

Dated.....

jl/joint burial/06Nov12