

**CREWKERNE AND WEST CREWKERNE**  
**JOINT BURIAL COMMITTEE**

Minutes of the Extraordinary Meeting held on Tuesday 27<sup>th</sup> August 2013 at 6.45 p.m in the Council Chambers, Town Hall, Market Square, Crewkerne.

**PRESENT:**

Cllrs. Mrs S. Allman (Chairman), M. Best, Mrs J. Borland, H. Ploszek, R. Rousell, Mrs A. Stuart, J. Wyatt.

In attendance: Mrs A. Hooper, Crewkerne Town Council Finance Officer.

**18 APOLOGIES FOR ABSENCE**

13/14

Apologies for absence were received from Cllr. Pailthorpe (work commitments).

**19 OPEN FORUM**

13/14

None.

**20 DECLARATIONS OF INTEREST**

13/14

None.

**21 TO APPROVE THE MINUTES**

13/14

**It was AGREED that the minutes of the meeting of the Joint Burial Committee held on the 18<sup>th</sup> June 2013 be APPROVED.**

**22 THE OFFICER'S UPDATE REPORT**

13/14

Mrs Hooper reported the following:

- The walnut tree had not been located and Councillors advised that a replacement should be purchased.
- The new arrangements regarding the refuse collection was working well.
- The chainsaws owned by the Cemetery Superintendent had now been removed from the workshop.
- The damaged entrance pedestrian gate and wall had now been repaired.
- The bank signatories had now been updated.
- The Welcome sign had been received and Councillors advised that it should be erected once the monkey puzzle tree had been felled.

**23 TO CONSIDER A REPORT AND ESTIMATES FOR AGREED TREE WORK FROM THE RECENT PERIODIC ARBORICULTURAL REPORT**

13/14

Cllr. Best reported that he had been advised by Phil Poulton, SSDC Tree Officer, Conservation that the safest way to fell the monkey puzzle tree (T1) would be with the use of a crane rather than a cherry picker and the only quotation that had allowed for this was the one provided by Westend Tree Services.

It was **AGREED** to accept the quotation from Westend Tree Services in the sum of **£5,520 + VAT** for the recommended remediation works to trees T1, T20, T11, T61 and T90 and for Mrs Hooper to inform the public, funeral directors and monumental masons that the Cemetery would need to be closed to the public whilst the works are undertaken.

24     **TO CONSIDER THE QUOTES FOR VARIOUS REPAIRS:**

13/14

- a)     To address the roof leak on the southern side of the Chapel roof

After discussion, it was **AGREED** to accept the quotation from Rowsell Roofing in the sum of **£970 + VAT** to repair the loose and damaged slates in the area between the valley and the eaves and that if the lead valley is found to be defective, further quotations are to be sought before proceeding further.

- b)     The roof valley of the Lodge causing damp into a bedroom

Cllr. Wyatt advised that a similar problem had occurred in the past and it had been rectified by clearing leaves from the roof valley.

**It was AGREED that further investigations should be made to ascertain the cause of the problem and that if the concealed roof valley is found to be defective then 2 further quotations should be sought and this should be considered at the next meeting.**

25     **TO CONSIDER CORRESPONDENCE:**

13/14

- a)     Letter from Mr Tidberough regarding subsidence to family grave

Mrs Hooper circulated photographs taken by Mr Tidberough showing the subsidence to the family grave.

After a lengthy discussion it was **AGREED that ferrets should be used to control the rabbits in the Cemetery and that CTC Property and Projects Officer should investigate how to stabilise the grave and that a letter is sent to Mr Tidberough advising him of this decision.**

- b)     Letter from Mr McDougall re various concerns relating to a recent family funeral and authorisation and payment of the deceased's grave memorial

Mrs Hooper provided further explanation regarding the circumstances surrounding this matter and the changes to procedures that have been put in place to reduce the likelihood of this happening again.

Councillors felt that the funeral directors could have reduced the confusion regarding the location of the plot and therefore lessened the distress caused to the family.

After a lengthy discussion it was **AGREED that the burial and memorial application fee be waived and that a meeting be set up between the Clerk, the Chairman and Clive Wakely of A J Wakely & Sons to discuss the situation and for the Clerk to verify the background prior to the meeting.**

26     **MATTERS OF REPORT**

13/14

Mrs Hooper reported that the burial registers would be made available at the Open Day on 15<sup>th</sup> September between 2.00 p.m. and 4.00 p.m. and Cllrs. Mrs Allman, Mrs Borland, Ploszek, Wyatt and Best advised that they would be able to attend on the day.

27     **DATE OF NEXT MEETING**

13/14

Tuesday 1<sup>st</sup> October 2013 at 6.45 pm in the Council Chambers in the Town Hall, Market Square, Crewkerne.

The meeting closed at 8.25 pm.

**Signed.....**

**Dated.....**

jc/joint burial/BB27Aug13