

NETHER ALDERLEY PARISH COUNCIL

Minutes of the Nether Alderley Burial Board Meeting held on Wednesday 5th September 2018 at 6.00 p.m. at Nether Alderley Parish Hall

In the Chair: Cllr. J.Shufflebottom

Parish Councillors present: Y.Bentley and J.Wilkinson
Also present: The Parish Council Clerk

1. Burial Ground Inspection

2. To receive apologies for absence – Cllr. S.Lewis (Chairman of the Burial Board)

3. To receive Declarations of Interests

3.1 To Declare Disclosable pecuniary interests - No declarations were made.

3.2 To Declare interests conflicting with Nolan principles/non- pecuniary interests - No declaration were made.

3.3 To allow Councillors to consider amendments required to their Declaration of Pecuniary Interest forms – No amendments were made.

4. To receive and consider Applications for Dispensations - No applications for dispensation were submitted.

5. To exclude the public and press in the public interest for consideration of the following items:

a. Personal issues

b. Legal Issues

6. To consider and approve actions to take following the Burial Ground inspection:

6.1 Five memorial headstones in the New Burial Ground had some movement and were considered not to be anchored and will be supported with a wooden stake. The Clerk will contact the families and place a notice in the notice board and on each of the headstones requesting any families visiting the grave to contact the Clerk.

6.2 One memorial headstone in the Old Burial Ground was considered very unstable and was laid flat. The Clerk will contact the family and place a notice in the notice board and on the headstone requesting any families visiting the grave to contact the Clerk.

7. Review of Burial Board annual actions

RESOLVED: The Burial Board considered and resolved to approve that all identified actions required in relation to the Burial Ground have been implemented in the past year.

Proposed: Cllr. J.Shufflebottom

Seconded: Cllr. J.Wilkinson

8. To review Burial Ground maintenance:

8.1 Review of Burial Ground maintenance duties and responsibilities

RESOLVED: *The Burial Board considered the current list of duties associated with Burial Ground maintenance work and resolved that the list of duties should be maintained without amendment*

Proposed: Cllr. Y.Bentley

Seconded: Cllr. J.Wilkinson

8.2 Review of Burial Ground maintenance arrangements

RESOLVED: *The Burial Board considered the current arrangements for Burial Ground care and maintenance and resolved that the current arrangements are maintained.*

Proposed: Cllr. J.Wilkinson

Seconded: Cllr. Y.Bentley

8.3 Review of Burial Ground maintenance payments

RESOLVED: *The Burial Board considered the hours worked and payments made for Burial Ground maintenance and resolved to maintain the current payment level.*

Proposed: Cllr. J.Shufflebottom

Seconded: Cllr. J.Wilkinson

9. To review Burial Fees and consider Annual Income and Expenditure

The Burial Board considered income and expenditure levels over previous years to date and concurred that it is impossible to predict future income.

RESOLVED: *The Burial Board resolved to approve that charges are maintained at current levels.*

Proposed: Cllr. J.Shufflebottom

Seconded: Cllr. Y.Bentley

10. To review Burial Board Regulations

RESOLVED: *The Burial Board considered and resolved to agree to maintain the current Burial Board regulations with no additions or amendments.*

Proposed: Cllr. Y.Bentley

Seconded: Cllr. J.Wilkinson

11. To review Burial procedure and literature

At the Burial Board meeting in April, the Clerk had been asked to establish costs to have the Burial Board Regulation booklet reprinted (including amendments). The Clerk reported there had been one request for a 'hard' copy of the booklet since the last meeting and as it is available on the website and in PDF format, suggested the booklet could be printed on an ad-hoc basis in its current format.

RESOLVED: *The Burial Board considered and resolved to approve continued use of information guides without amendment and for the Clerk to print the Burial Board Regulations booklet on an ad-hoc basis.*

Proposed: Cllr. J.Shufflebottom

Seconded: Cllr. Y.Bentley

12. To review Memorial Inspection Policy

RESOLVED: *The Burial Board resolved to approve the current Memorial Inspection Policy without amendment.*

Proposed: Cllr. Cllr. Y.Bentley

Seconded: Cllr. J.Wilkinson

13. To review Clerk's delegated responsibilities

RESOLVED: *The Burial Board resolved to approve the Clerk's delegated duties in relation to administration of the Burial Ground and service without amendment.*

Proposed: *Cllr. J.Shufflebottom*

Seconded: *Cllr. J.Wilkinson*

14. To review Clerk's report of current and recent Burial Board matters:

14.1 Artificial Flowers/Plants left on Memorial Headstones/Tablets – The groundsman reported an increase in artificial flowers/plants contrary to Burial Board Regulation 35: *'No Artificial flowers, except in Christmas wreaths, will be allowed on any grave or memorial within the Burial Ground. Christmas wreaths must be removed by Feb 1st.'*

RESOLVED: *The Burial Board resolved to approve a notice be placed near to the entrance/steps of the Burial Ground respectfully reminding visitors not to place artificial flowers on memorial headstones.*

Proposed: *Cllr. J.Shufflebottom*

Seconded: *Cllr. J.Wilkinson*

14.2 Access gate from the field into the New Burial Ground (NBG) – The groundsman reported his concern about future access into the NBG should the owner of the land plant a hedgerow. Cllr. Shufflebottom confirmed although the current arrangement is informal, there is no reason to suggest that this arrangement will change.

15. To consider correspondence – None

16. To consider any other matters relating to the Burial Board and Burial Grounds:

16.1 Councillors considered and discussed the feasibility of inspecting the Burial Grounds annually as they are regularly inspected by the Clerk (approximately every two months).

RESOLVED: *The Burial Board resolved to inspect the Burial Grounds annually at the September Burial Board meeting. If any interim issues arise the Clerk has the opportunity to raise them at the monthly Parish Council meeting.*

Proposed: *Cllr. Shufflebottom*

Seconded: *Cllr. Y.Bentley*

16.2 Councillors were concerned at the number of water bottles which are placed behind/near to memorial headstones as they could be considered a health and safety risk and are also considered unsightly.

RESOLVED: *The Burial Board resolved to purchase a watering can which will be positioned by the tap behind the Parish Hall and instruct the groundsman to remove any bottles which are placed in the vicinity of the memorial headstones.*

Proposed: *Cllr. J.Shufflebottom*

Seconded: *Cllr. J.Wilkinson*

Minutes taken by: The Clerk

Signed..... Date.....