

NETHER ALDERLEY PARISH COUNCIL

Minutes of the Nether Alderley Burial Board Meeting held on Monday 5th September 2022 at 5.00 p.m. Nether Alderley Parish Hall

In the Chair:

Cllr. S.Lewis

Parish Councillors present:

J.Shufflebottom, J.Wilkinson and A.Farrell

Also present:

The Burial Board Clerk

1. **Inspection of the Burial Ground** – An inspection of the Burial Ground was carried out by the Burial Board and the Clerk on Monday 5th September 2022.
2. **To receive apologies for absence** – None
3. **To note the Minutes of the Burial Board meeting held on Tuesday 12th April 2022 which were approved by Nether Alderley Parish Council on 10th May 2022**
4. **Public Presentation** – There were no members of the public present
5. **To resume the meeting**
6. **To exclude the public and press in the public interest for consideration of the following items:**
 - a. **Personal issues**
 - b. **Legal Issues**
7. **To consider and approve actions to take following the Burial Ground inspection:**
 - 7.1 **Gate into the field (off the car park)** – Councillors noted the long grass at the entrance to the field but concurred it will die back over the Autumn/Winter.
 - 7.2 **Paths** – Groundsman to cut back brambles by the side entrance of the Parish Hall and treat in Spring 2023.
 - 7.3 **Kissing Gates (x2)** – Groundsman to trim the long grass within the area of the turning.
 - 7.4 **Benches** – Two benches remain untreated:
 - William Morris Bench (outside the Parish Hall)
 - A bench commemorating Marks/Hobson family) in the new burial groundIn addition to the above, the bench at the rear of the Parish Hall requires some remedial work. Cllr. Farrell was asked to contact a local handyman to treat the benches and repair the bench.
 - 7.5 **Steps and Railings**
 - The railings leading down to the new burial ground require a wood treatment which will be included as part of the works carried in 6.4.
 - The notices will be replaced on the handrails leading down to the new burial ground.
 - The Groundsman will be asked to clear the steps leading down to the new burial of moss/leaves.
 - 7.6 **Mausoleum: Steps to the crypt**
 - 7.6.1 The steps leading down to the crypt are in need of some attention as leaves have gathered which obstruct the door and foliage/moss need to be removed from the steps which will be carried out by the Groundsman.
 - 7.6.2 **Front door to the crypt** – A local handyman had placed a piece of glass across the small crack above the right-hand side of the door where some of the grouting is missing. The Burial Board noted there has been no movement as the glass is still in tact.
 - 7.7 **Gate in the New Burial Ground** – No action required.
 - 7.8 **Bins (x4)** – No action required.
 - 7.9 **Water Source** – No action required.

- 7.10 Trees, bushes, hedges (incl. large tree in OBG)** – The Burial Board noted the tree which was planted in memory of Noni Watkins is too close to the tree to the left of it. Councillors recommended the tree should be repositioned between the 2 benches.
- 7.11 Other (Watering cans x 2)** – No action required
- 7.12 Compost Bin** – The Burial Board noted the compost bin is full and includes woody and other material which is not compostable. A sign will be posted asking users to take home anything which is not compostable.
- 7.13 Memorial Headstone: OBG 36** – Permission had previously been granted to re-instate the memorial but nothing has been done as yet due to the family self-isolating during COVID-19.
- Memorial Headstone: OBG 98** – The Burial Board agreed to remove the memorial headstone from the 'watch list' as the front of the memorial headstone which is coming away, is aesthetic and not dangerous.
- Memorial Headstone: NBG 228** – The memorial headstone is not anchored and has become detached from the plinth. The Clerk was asked to contact a local stonemason to establish if there is a product available which will re-bond the memorial to the plinth.

8. Review of Nether Alderley Burial Board Transfer of Deed

RESOLVED: The Burial Board considered and resolved to approve the Burial Board Transfer Deed (Revised September 2019) without amendment.

Proposed: Cllr. S.Lewis

Seconded: Cllr. J.Shufflebottom

9. 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

10. To review Burial Ground maintenance:

10.1 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. S.Lewis

Seconded: Cllr. J.Wilkinson

10.2 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. A.Farrell

10.3 Review of Burial Ground maintenance payments

RESOLVED: The Burial Board considered the current Burial Ground maintenance payments and resolved that the current payment is maintained.

Proposed: Cllr. S.Lewis

Seconded: Cllr. J.Shufflebottom

11. 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. The Clerk was asked to compare fees charged by other local burial grounds.

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

Proposed: Cllr. J.Shufflebottom

Seconded: Cllr. S.Lewis

- 12. To review Burial Board Regulations** – The Burial Board reviewed the Burial Board Regulations Booklet (amended in September 2019).

RESOLVED: The Burial Board considered and resolved to approve the Burial Board Regulations (September 2019) without amendment.

Proposed: Cllr. S.Lewis

Seconded: Cllr. J.Wilkinson

- 13. To review Burial procedure and literature**

RESOLVED: The Burial Board considered and resolved to approve continued use of information guides without amendment.

Proposed: Cllr. J.Shufflebottom

Seconded: Cllr. A.Farrell

- 14. To review Memorial Inspection Policy**

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

Proposed: Cllr. S.Lewis

Seconded: Cllr. J.Wilkinson

- 15. 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

- 16. To review Clerk's report of current and recent Burial Board matters:**

16.1 A recent enquiry to establish if an individual dwelling was included on the map of the Ecclesiastical Parish of St. Mary's, Alderley – The Clerk reported that she had consulted with the person who maintains the roll book of St. Mary's, Alderley who suggested the dwelling looked as though it was in the Parish of St. Philip's and St. James. Confirmation was sought from the Vicar of St. Philips and St. James who also suggested the dwelling was probably in the Parish of St. Philips and St. James. Councillors referred to the Ecclesiastical map which was difficult to decipher and asked the Clerk to make further enquiries before confirming this information to the resident concerned.

- 17. To consider correspondence received since the last Burial Board meeting: None**

- 18. To consider any other matters relating to the Burial Board and Burial Grounds:**

18.1 Councillors noted that several members of the community are concerned at the lack of maintenance in the Church Burial ground. Members of the Burial Board suggested the Chairman should bring this to the attention of the PCC.

Nether Alderley Parish Council, Meeting Monday 5th September 2022

Minutes taken by: The Burial Board Clerk

Signed.....

Date: 11th October 2022