

NETHER ALDERLEY PARISH COUNCIL

Minutes of the Nether Alderley Burial Board Meeting held on Wednesday 8th September 2021 at 6.00 p.m. Nether Alderley Parish Hall

In the Chair: Cllr. S.Lewis

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

1. **Burial Ground Inspection** – An inspection of the Burial Ground was carried out on Wednesday 8th September 2021.
2. **To receive apologies for absence** – None
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 **Gate into the field (off the car park)** – The grass has grown long at the entrance to the field and requires strimming as it may obstruct vehicle access in the future. (Clerk to inform the Groundsman).
 - 6.2 **Benches** – One bench remains untreated which will be carried out during Autumn/Spring.
 - 6.3 **Steps and Railings** – The railings leading down to the new burial ground require a wood treatment and the notices replaced.
 - 6.4 **Mausoleum: Steps to the crypt** – 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. (Clerk to inform the Groundsman).
 - 6.5 **Mausoleum: Front door to the crypt** – The Burial Board noted a small crack above the right-hand side of the door is evident and some of the grouting is missing. The Clerk was asked to contact a local tradesman for advice.
 - 6.6 **Trees, bushes, hedges (incl. large tree in OBG)** – The Burial Board noted the hedge in the New Burial Ground is due to be cut.
 - 6.7 **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 re: COVID-19. The Clerk was asked to contact the family before the next meeting of the Burial Board in April 2022.
 - 6.8 **Memorial Headstone: OBG 98** – The face of the memorial headstone is coming away. The Clerk was asked to contact the family.
 - 6.9 **Memorial Headstone: NBG 228** – The memorial headstone is not anchored and has become detached from the plinth. The Clerk was asked to contact the family to have the headstone anchored or re-bonded.

7. 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. Y.Bentley

8. 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

9. To review Burial Ground maintenance:

9.1 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

9.2 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

9.3 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

10. 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. Y.Bottom

Seconded: Cllr. S.Lewis

11. To review Burial Board Regulations – The Burial Board reviewed the Burial Board Regulations Booklet (September 2019). The Clerk was asked to compare fees charged by other local burial grounds.

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

12. 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. Y.Bentley

13. 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

14. 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

15. To review Clerk's report of current and recent Burial Board matters: None

16. To consider correspondence received since the last Burial Board meeting: None

17. To consider any other matters relating to the Burial Board and Burial Grounds: None

Minutes taken by: The Clerk

Signed.....

Date: 13th September 2021