

## NETHER ALDERLEY PARISH COUNCIL

**Minutes of the Nether Alderley Burial Board Meeting  
held on Wednesday 9<sup>th</sup> September 2020 at 6.00 p.m.  
This meeting was accessed remotely via Zoom**

**In the Chair:** Cllr. S.Lewis

**Parish Councillors present:** J.Shufflebottom and J.Wilkinson  
**Also present:** The Parish Council Clerk

1. **Burial Ground Inspection** – Cllr. Lewis and the Clerk had carried out the inspection on Wednesday 2<sup>nd</sup> September 2020 due to social distancing re: COVID-19
2. **To receive apologies for absence** – Cllr. Y.Bentley
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 is long at the entrance to the field and requires strimming as it may obstruct vehicle access in the future. (Inform the Groundsman)
  - 6.2 **Paths** – The path outside the Parish Hall requires a weed treatment before Winter and there are areas where the pointing is missing between the paving stones.
  - 6.3 **Benches** – The Burial Board thanked Cllr. Lewis for treating all of the benches during the Summer.
  - 6.4 **Steps and Railings** – The railings leading down to the new burial ground require a wood treatment and the notices replaced.
  - 6.5 **Mausoleum: Steps to the crypt** – The steps leading down to the crypt are covered in leaves and moss which need to be removed. (Inform the Groundsman)
  - 6.6 **Mausoleum: Door to the crypt** – A decorative moulding on the left-hand door has become detached and needs re-fixing which the Clerk will organise.
  - 6.7 **Trees, bushes, hedges (incl. large tree in OBG)** – It was noted the hedge is due to be cut.
  - 6.8 **Compost Bin** – It was noted some hedge clippings have been put into the compost bin and should be removed as they do not rot down.
  - 6.9 **Memorial Headstone: OBG 68** – The Clerk confirmed the headstone has been re-instated by the family and inspected by the Clerk. (Remove from the report)
  - 6.10 **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.
  - 6.11 **Memorial Headstone: OBG 165** – The headstone has been laid flat on the existing kerb stones and made safe. The Clerk confirmed she has been unable to contact the family. (Remove from the report)

6.12 **Memorial Headstone: NBG 229** – Cllr. Lewis confirmed the memorial is anchored and has been bonded to the plinth. (Remove from the report)

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. J.Wilkinson**

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. S.Lewis**

**9.3 Review of Burial Ground maintenance payments – Part 2 Minutes (Appendix A 09.09.20)**

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. J.Shufflebottom**

**Seconded: Cllr. S.Lewis**

11. **To review Burial Board Regulations – The Burial Board reviewed the Burial Board Regulations Booklet (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**

**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. S.Lewis*

**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:**

**15.1** The Groundsman reported that part of the hedge in the new burial ground had been cut during the Summer and the clippings disposed of in the compost bin at the rear of the Parish Hall. The Clerk had endeavoured to establish who had done this but without success.

**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: 14<sup>th</sup> September 2020