

**Minutes of the Cemetery Committee meeting held on
Thursday 27th March 2014
in the Committee Room, Clayport Street, Alnwick at 6.15pm**

Present: Cllrs K Moore (Chairman), S Allcroft, D Farrar, J Humphries, S Mavin, M Swinbank and A Symmonds.

In attendance: W Batey, Chief Officer and Town Clerk, J Pibworth, Administration Assistant

CEM 13/42 Apologies

Cllr. B Grisdale

CEM 13/43 Declarations of Interest

None

CEM 13/44 Cemetery Activity and 2013/14 Budget Update

The Clerk circulated the Cemetery year to date activity data as at March 24th 2014. This showed that there had been 40 burials and 6 ashes interred. Out of the 40 burials, 18 had resulted in new plots being purchased whilst 11 new plots had been purchased by individuals without burial. The cemetery chapel had been used on 8 occasions, and 4 burials had resulted in an out of parish surcharge.

The Clerk circulated the 2013/14 budget for the Committee with expenditure as at 20th March 2014. This showed expenditure of £41,310 and income of £27,828. Councillors went through the budget line by line. The Town Clerk explained that the end of the financial year expenditure is predicted to be just under the budgeted figure for the year whilst income will be just over.

RESOLVED: To receive the budget figures and update.

CEM 13/45 Tree Works Review

The Town Clerk reported that the second batch of trees (received from The Woodland Trust) had been planted with help from the Friends of the Cemetery. Councillor Moore reported that the council had been asked, by The Woodland Trust, to take photographs of the new trees and submit them into a competition.

Councillor Farrar asked if there was any scope to apply for another batch of trees from The Woodland Trust to enable planting to continue later this year. It was discussed and agreed that there was scope for more trees to be planted especially on the site overlooking the Sawmill Industrial Estate adjacent to the new planting. Councillor Moore would make enquiries at The Woodland Trust and report back to the committee.

It was also reported that the tree works had been completed by R Blackman.

RESOLVED: To receive the updates.

CEM 13/46 New Area Update

The Town Clerk reported that the grass had been cut in the new area and circulated a photograph.

He also reported that he had received two quotes for the ground water audit. Both of these complied with the requirement specified in GP3 (Environmental Agency publication) with regard to ground water audits being carried out 1 meter below expected coffin depth. Councillors discussed both quotes and the suggested work and it was agreed to proceed with the test pit option with Bold Environmental Limited. This would involve digging 5 test pits in the new area and that the council should identify the locations of these pits to ensure any areas prone to retaining high levels of water were included.

Councillor Symmonds suggested that we enquire if we could install a system to monitor the water level in the backfilled holes.

Councillor Moore said that the council need to look at the public routes and footpaths through the new part of the cemetery and how these could be used when the new area is in operation.

RESOLVED: To groundwater audit work be undertaken by Bold Environmental Ltd.

CEM 13/47 Friends of the Cemetery

The Town Clerk circulated the letter he had sent to the Friends of the Cemetery listing dates up to July 2014. He also explained that a schedule of work will be put together for them.

Councillor Moore asked if the roundabout at the entrance to the cemetery be tidied as part of this work and the pile of gravel moved.

CEM 13/48 World War 1 Graves

The Town Clerk circulated a list of the World War 1 graves that had been identified as being in the cemetery. He explained that, so far, 15 have been located and that the headstone areas on these had been prepared for planting.

RESOLVED: a) To plant poppies around the grave headstones that have been identified and b) To write a press release for the local newspapers and Town Council website asking for family members of those buried in the cemetery to come forward with photographs or stories.

CEM 13/49 Any Other Business

Councillor Farrar asked that the bin chained to the oak tree, have the chain removed and, Councillor Swinbank asked if the litter baskets could be replaced with something else. The Town Clerk said this was being investigated. The Town Clerk said that the timber fencing needed replacing at Cemetery Lodge and gates put at the front of the property for privacy.

RESOLVED: To get quotes and delegate to the Clerk in consultation with Councillors Moore and Farrar (as Committee Chair and Vice Chair) to progress the matter.

Meeting closed at 7.14pm