



DEEPING ST JAMES PARISH COUNCIL

The Institute, 38 Church Street, Deeping St James, Peterborough PE6 8HD

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Parish Clerk: Julie Fortnum

The minutes of the Cemetery Committee meeting held in the Cemetery on Thursday 21 June 2018 at 7.45pm.

Present: Councillors Barber, Shinkins, Stevens and Thomas. Also in attendance were Councillor Bowell as an ex-officio member and Councillor Halls as an observer. The minutes were taken by the Parish Clerk

1.19 To elect a Chair.

Councillor Barber It was proposed and seconded that Councillor Barber who accepted the proposal shall continue as Chair. **RESOLVED**

2.19 To receive apologies for absence.

Apologies had been received and were accepted from Councillor Ward

3.19 To receive declarations of interest, if any.

None declared

4.19 To agree and approve the minutes of the last meeting held on Thursday 8 February 2018.

Agreed and signed as a true copy

5.19 To receive an updated report on the number of interments and reservations.

Report noted

6.19 To review the work undertaken by the community rehabilitation team.

The community rehabilitation team had undertaken a variety tasks in the Cemeteries including laying gravel, painting railings, weeding and cleaning headstones. All agreed that the team made an invaluable contribution to the appearance of the area.

7.19 To review the recent tree work and consider if any further works are required.

The tree which fell during the high winds has now been removed and the heights of the remaining trees on the boundary have been reduced by up to 50%. The Contractors also inspected the two trees in the Cemetery that have tree preservation orders and confirmed that they are healthy and no work was required.

8.19 To review the grass cutting and agree further action, if required.

The grass cutting contract has not been met so far this season and both the Clerk and Councillor Barber continue to send messages phone and meet with them to resolve this.

Any member of the public can attend all Council and Committee meetings to see the work of the Council.

Full Council meetings are held on the last Thursday of each month which start with a 30 minute public forum for questions and issues to be raised.

9.19 To consider the Cemetery regulations especially regarding planting on graves and agree further action, if required.

- An inspection of the Cemetery confirmed that the Cemetery regulations, which only allow a headstone or stone tablet with or without a vase block, and which are signed prior to burial permission being granted, were not being adhered to. The Clerk was requested to check with all the Funeral Directors and monumental masons used that a copy of this signed document is provided to the relatives so that it can be referred to in future.
- The Clerk was requested to write to one grave owner who was breaching the Cemetery regulations requesting that items were removed from the grave.
- The Clerk advised that a request for the erection of a headstone which did not meet the Parish Council's regulations had been received. After assessing the variety of headstones in the Cemetery it was **RESOLVED** that the maximum height of a headstone should be 3 foot from the ground to the highest point.
- As the Clerk was receiving ever more complicated and detailed enquiries about burials especially about the legalities of ownership and permissions it was **RESOLVED** that the Parish Council should become members of the Institute of Cemetery and Crematoria Management for a fee of £90 per annum so support and guidance was readily available.

10.19 To agree the date of the next meeting – 7.45pm on Thursday 13 September 2018