

CREWKERNE AND WEST CREWKERNE
JOINT BURIAL COMMITTEE

Minutes of a meeting of the Joint Burial Committee held on Tuesday 5th December 2023 at 18.45 in the Council Chamber, Town Hall, Crewkerne.

PRESENT:

Cllrs. J. Borland (Chair), C. Broom, F. Freeman, A. Samuel and A. Stuart.

Also in attendance: K. Sheehan (Clerk), P. Hewitt (Finance Officer) and one member of the public.

OPEN FORUM:

A member of the public raised a question in relation to the gravel purchased for the Lodge driveway. He suggested that tarmac scrapings could be used on paths to save money. Following some questions about budget and budget reporting the Clerk invited the member of the public to follow up on his queries in writing so that she could provide a full response.

38 TO ELECT A CHAIR

23/24

The Clerk explained that, since the last meeting of the Joint Burial Committee, Cllr. Borland had briefly ceased to be a member of West Crewkerne Parish Council, meaning that she had ceased to be a member of the Joint Burial Committee. She had now been co-opted back on to the Parish Council and formally reappointed as a West Crewkerne Parish Council representative to the Burial Committee. An election for the position of Chair was therefore required.

Cllr. Borland was unanimously elected to the position of Chair.

39 TO NOTE APOLOGIES FOR ABSENCE

23/24

Apologies for absence were received from Cllr. Best (personal).

Absent: Cllrs. Ashton and Draycott.

40 TO CONFIRM THE MINUTES OF THE MEETING HELD ON 3 OCTOBER 2023

23/24

The minutes of the meeting held on 3 October 2023 were APPROVED.

41 DECLARATIONS OF INTEREST

23/24

in items on the agenda

No declarations of interest were made at this point.

42 CLERK'S PROGRESS REPORT

23/24

The Clerk reported that, as requested, she had contacted the Commonwealth War Graves Commission (CWGC) about the condition of the war graves at Townsend Cemetery. The CWGC had confirmed that Crewkerne was regularly inspected and that should Councillors feel that treatment was required in between inspections, a formal request could be made to

have an extra clean carried out. Councillors agreed that the graves could do with some additional attention and the Clerk was asked to submit photographs to support the request.

43 FINANCIAL MATTERS FOR CONSIDERATION

23/24 a. To receive the financial update report

The financial update report was noted. The Clerk answered a question relating to rates for the chapels.

b. To consider the draft income/expenditure estimate for 2024/25

Councillors considered the draft income/expenditure estimate for 2024/25. West Crewkerne Councillors expressed concern over the costs included for guttering for the public chapel. After discussion it was AGREED to remove this from the calculation and instead use £2,500 from unallocated reserves to fund the replacement guttering. The adjusted estimate of £33,120 was AGREED.

44 QUEEN ELIZABETH II MEMORIAL TREE

23/24 To receive an update on arrangements for a memorial tree on the turning circle.

The Clerk reported that a magnolia tree had been identified by the Council's arborist as a suitable type for the location, and an order had been placed.

45 MAINTENANCE CONTRACT 2024/25

23/24 To consider quotes for the cemetery maintenance contract for 2024/25 and make a recommendation to Full Council for inclusion in the budget

Some discussions took place around the quotations. It was noted that the flexible nature of the current contract had been beneficial this year due to the extreme weather fluctuations.

It was AGREED to award the maintenance contract to Fern Garden and Tree Services for 2024/25.

46 SPITFIRE MEMORIAL PLAQUE

23/24 To receive a progress report from the Clerk on arrangements for the spitfire memorial plaque

The Clerk provided quotations from a chainsaw artist for a wooden spitfire sculpture, however, Councillors felt that the cost was prohibitive and agreed to proceed with just a plaque with the previously agreed inscription.

47 INSPECTIONS

23/24 a. To receive feedback from recent cemetery inspections

Councillors Broom, Borland and Samuel reported that they had recently inspected the grounds and found them to be generally tidy, although the paths could use some attention.

b. To make arrangements for cemetery inspections until February 2024

Councillors Stuart and Borland agreed to conduct interim inspections ahead of the next meeting of the Joint Burial Committee in February.

48 TO APPROVE THE APPLICATIONS, MEMORIALS AND TRANSFERS RECEIVED

23/24

The applications, memorials and transfers received were APPROVED.

49 MATTERS OF REPORT

23/24

The Clerk was asked to refresh quotes for the works to the cemetery wall.

50 DATE OF THE NEXT MEETING

23/24

Tuesday 6 February 2024 at 18.45 in the Council Chamber, Town Hall, Market Square.

The meeting closed at 19.19.

Signed.....

Dated.....

JBC05122023