

## ST DENNIS PARISH COUNCIL

### Minutes of the Cemetery Meeting held in the Claytawc Centre on Tuesday 14th November at 8.10pm

**Present:** Cllr D Snell Cllr J Clarke: Cllr N Edmunds, Cllr Ms S Kelsey, Cllr K Taylor

**In Attendance:** Lynn Clarke Parish Clerk

**C1/18 – Election Of Chair**

Cllr Mrs J Clarke nominated Cllr Snell. Cllr Snell felt unable to stand as chair so nominated Cllr Mrs J Clarke seconded by Cllr Mr N Edmunds there being no other nominations a vote was taken all in favour.

**C2/18 – Election of Vice Chair.**

Cllr Edmunds was nominated but felt unable to stand at this present time, Cllr Snell was nominated by Cllr Mrs J Clarke, seconded by Cllr Mrs K Taylor there being no other nominations a vote was taken all in favour.

**C3/18 – Apologies**

Cllr Bates, Cllr Panks apologies accepted proposed by Cllr Mrs K Taylor seconded by Cllr Mrs J Clarke all in favour. Cllr Cotton Absent.

**C4/18 – Declarations of Interest**

None declared

**C5/18 – Public Participation**

None

**C6/18 – To adopt the minutes of the 14<sup>th</sup> November 2017.**

**Approved** – Proposed by Cllr Mrs K Taylor seconded by Cllr Edmunds all in favour.

**C7/18 – To approve the quotation for row markers.**

**Resolved** – To accept the quotation 9 x markers at a cost of £20 each and request a cost for the installation of the markers, the order will not be placed until the installation price has been agreed. Clerk also to investigate the costs of markers for the Garden of Rest.

**C8/18 – To agree the cost of the headstone safety check**

**Resolved** – Clerk to enquire if stonemason will be able to quote for any remedial works necessary if they are able to quote for and carry out any remedial works then the quote will be accepted – proposed by Cllr Mrs J Clarke seconded by Cllr Snell all in favour.

**C9/18 – To agree new signage for the Cemetery.**

**Resolved** - to put new signage in the notice board regarding the prohibition of personal trimmers and lawnmowers by members of the public. Flowers being removed when past their best, times permitted for Christmas wreaths and subsequent removal by Parish Council staff the addition of contact details for the parish council to be placed in notice board. Contact signage on the gate to be updated and replaced. Clerk to work on regulations document for cemetery. Proposed by Cllr Snell seconded by Cllr Mrs J Clarke all in favour.

**C10/18 – To discuss new cemetery plans / guidance for visitors.**

**Agreed** – quotes to be obtained for new notice board near the entrance of the Cemetery with site layout plans and rules to be shown to aid visitors.

**C11/18 – To discuss and agree administrations costs to be added to the price list for the transfer of Exclusive Rights of Burial and Memorial Permits**

**Resolved** – An administration cost of £20 will be added to the price list for the time required to transfer an Exclusive Right of Burial proposed by Cllr Mrs K Taylor seconded by Cllr Ms S Kelsey all in favour. Memorial permits will be shortened from 98 years to 50 years. – proposed by Cllr Mrs K Taylor seconded by Cllr Mrs J Clarke all in favour.

*That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded, and they are instructed to withdraw*

*Any other urgent and relevant confidential item, for information, that the Chairman considers appropriate.*

The meeting was closed by the Chairman at 8.35 pm

Signed..... Date.....

Chairman of the Cemetery Committee

