

**ASH-CUM-RIDLEY PARISH COUNCIL
BURIAL GROUND COMMITTEE**
**Minutes of a meeting of the Burial Ground Committee held on Wednesday
10 June 2020 commencing at 10.30am**

Due to the COVID-19 social distancing restrictions, the meeting of the Burial Ground Committee was held virtually via Zoom, in accordance with the Coronavirus Act 2020, clause 78(2).

Present: Cllr M Brown (arrived 10.50)
Cllr Mrs Brammer
Cllr Mrs Clucas
Cllr Mrs Connell
Cllr Mrs Howie
Cllr M Manley
Mr B Parlett

In attendance: Mrs A de Jager – Parish Clerk

1. Election of Chairman

Cllr Mrs Connell PROPOSED that Cllr M Brown is elected Chairman for the 2020/21 municipal year. SECONDED: Cllr Mrs Brammer and UNANIMOUSLY AGREED.

Due to the late arrival of the Chairman, Cllr Mrs Brammer chaired the meeting

2. Apologies

Cllr F Cottee

3. Declaration of Interests

None

4. Minutes of the last meeting

The minutes of the meeting held on 16 March 2020 were approved and will be signed at the next physical meeting of the Burial Ground Committee.

5. Memorial Garden

5.1 The work on the Memorial Wall is progressing well and the contractors will be ready to hand the wall to the Parish Council next week.

5.2 Plaques – the Memorial Wall will be able to hold 440 plaques. Quotation requests have been sent out to three stone masons To supply Imperial White granite for the plaques, the dimensions for each plaque are 25cm x 10cm x 2cm.

- price for the plaques:
 - Price per plaque
 - Price for 440 plaques and if you have the provision to store them on behalf of the Parish Council.

- Price per letter/number engraved, maximum of 55 characters, font to be confirmed.
- Cost to install a plaque.
- Cost to provide a blank plaque to reserve a space as per the attached photograph (this would not be in granite).

The following were discussed and agreed: PROPOSED: Cllr Mrs Connell SECONDED: Cllr Mrs Brammer:

- Installation of plaques starts at the bottom right hand corner of the west wall and are installed from bottom to top and then simultaneously on the north wall, starting at the bottom left hand corner.
- Blank tiles for second interment to be installed below the first death.
- All plaques will be inscribed in black upper case Calibri font, with free choice of wording at the discretion of the Parish Council.
- A plaque in Imperial White granite will be placed on the 45° wall in the same uppercase font and etched in black with the Parish Council logo and ASH-CUM-RIDLEY PARISH COUNCIL MEMORIAL GARDEN.
- Charges for the plaques will be established once quotations have been received.

5.3 Marking of Burial Spaces

When the contractors have complete the wall the lawn area will have to be measured to establish the number of grave spaces available and templates made up. A quote will then be sought from the groundsman for the ground preparation for the interments.

5.4 Regulations – the draft regulations were considered with the amendments to regulation 5 so it reads, ‘Modest, natural flowers only be placed in the vases provided on the wall. Flowers will be cleared away from time to time. No flowers, wreaths, *floral tributes* or artificial flowers may be placed on the lawn or *pathways* of the memorial garden, and any that are left, will be removed. No vases, containers, receptacle or other memento are permitted within any area of the Garden. Any unauthorised items in the Garden will be removed, and if not claimed by the owner from the Parish Office, will be disposed of after a period of *two months*. *No photographs will be permitted anywhere within the Memorial Garden.*

PROPOSED: Cllr Mrs Brammer SECONDED: Cllr Mrs Howie and AGREED.

6. Future Provision

6.1 The current availability plan was NOTED.

6.2 An offer of some land in Hodsoll Street for a new burial ground has been made with the condition that it is for Residents of Hodsoll Street and Ridley and those that worship regularly at Ridley Church. Following a discussion Cllr Mrs Brammer PROPOSED that as the Parish

Council is looking for a burial ground to service the whole parish, this offer could not be progressed with the stipulated conditions.
SECONDED: Cllr Mrs Connell and AGREED.

7. Maintenance

Members were advised of a complaint regarding the clearance of the grass cuttings from graves with a blower after cutting. Cllr M Brown had visited the Burial Ground following the complaint and reported that as the grass is cut weekly during the growing season that it was unreasonable to expect a blower to be used on each grave. There are a number of Ash saplings on graves and some overgrown grass. The contractor will be asked to remove these and to trim the hedges. As the access to the green waste area has been restricted because of the construction of the wall, there is a large amount of waste which will need to be cleared.

8. Date of next meeting

It was AGREED that a site meeting will be held on Friday 19 June at 10.30am to look at the Memorial Garden. The next meeting of the Burial Ground Committee will be held on 15 July 2020 at 9.45am.

The meeting closed at 12.01pm

Signed: Date: