

Stratfield Mortimer Parish Council

Cemetery Committee

Meeting held on Monday 21st November 2011 at The Parish Office, Victoria Road
Mortimer at 7:30pm

Present: Cllrs. D Morsley (Chairman), P Challis, A Thorpe, P Wingfield, N Kiley and G
Puddephatt

1. **To receive any Apologies:** None
2. **To receive any Declarations of Interest:** None
3. **To receive update on the 2011/2012 Committee Budget, current status and any estimated spend still outstanding in the current year:**

The Clerk confirmed that £937 out of a budget of £1,400 had been spent on Grass Cutting and nothing so far out of a budget of £2,100 for expenses/maintenance although the Parish Council has resolved that up to £1,000 plus VAT could be used on a tier one assessment for the new Cemetery extension.

4. **To receive update on proposed Cemetery Extension with estimated costings:**

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|---|----------------|
| Tier One Survey * | 900 |
| Archaeological Survey (including 2 days JCB & driver hire of £500) | 2,500 |
| Planning and landscape architect (including fees for consultancy/development of detailed plan etc.) | 3,000 |
| Legal etc | 6,000 |
| Fencing/Planting | 3,000 |
| Total | £15,400 |

*Already resolved 13.10.11 (11/193) that up to £1,000 for the tier one assessment be taken from Cemetery Budget 2011/2012.

It was agreed that the remainder of the above proposed expenditure be taken out of the Cemetery Earmarked reserves (balance currently £21,732) as and when required and therefore does not need to be accounted for in the 2012/2013 Precept request.

5. **To consider 2012/2013 Committee Budget:**

| | |
|---------------------------------|---------------|
| Grass/spraying | 2,000 |
| Maintenance/Expenses | 500 |
| Total recommended budget | £2,500 |

It was agreed to go out to tender for the grass cutting contract and Cllrs Wingfield and Kiley are to draw up a specification and pass to the Clerk so that quotations may be obtained.

6. **To receive update on proposed review of Cemetery Regulations. Forms and Fees:**
As previously agreed Cllr Morsley and the Clerk drew up and circulated an amended set of Cemetery Regulations. These were discussed and amended further and to be recommended to the full Council at the 8th December 2011 meeting that these be adopted with effect from 1st January 2012. The scale of fees to be considered at the next committee meeting for and the Clerk is to obtain comparative costings from other local parishes.
7. **To receive minor matters and future agenda items:** None
8. **Date of next Meeting:** Monday 9th January 2012.

The meeting closed at 9:10pm