

Stratfield Mortimer Parish Council

Cemetery Committee

Meeting held on Wednesday 8th February 2012 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 proposed Cemetery Extension, including Tier One Report and correspondence from the Environment Agency:** The Tier One Report has now been received in which the Environment Agency (EA) raised a couple of queries regarding the small ditch and that a tier 2 or 3 assessment may be required. After further consultation with Mr Mitchell and Stuart Clark of West Berkshire Council (WBC) it was agreed that as the consenting powers for works to ordinary watercourses will transfer from the EA to WBC it was agreed not to undertake a stage 2 or 3 report but to proceed with a planning application and an archaeological evaluation. It was therefore agreed to recommend to the full council to
 1. Engage the services of Berkshire Archaeological Services to initiate the Archaeological Evaluation at a cost of £2,012.20.
 2. Engage Dr Christopher Stanford, Architecture CPS to initiate a planning application at a cost of £950.Both of these recommended figures are well within the agreed budget for the Cemetery Extension for 2012.
4. **To consider the next step/stage in the process possibly to include commissioning further stage 1a and 1b survey reports up to a cost of £3,380 plus VAT:** It was agreed not to proceed with these survey reports at this stage.
5. **To consider and agree grass cutting tender for the Cemetery:** This item was moved to Part II confidential session.
6. **To consider and agree scale of Cemetery Fees for 2012:** It was unanimously agreed that as the fees were not in line with other authorities or had been raised for a considerable time to recommend to the full council to raise all the Cemetery Fees by 50% from the 1st April 2012.
7. **To consider revising the SMPC Application for approval to erect a Memorial:** The Application form for the approval to erect a memorial was reviewed and changes to the wording of Paragraph 5 were made. Corresponding changes to the Cemetery regulations will be made.
8. **To receive minor matters and future agenda items:**
 1. The Clerk advised of a problem with the grave digger taking diggers across the grass rather than via the path. It was agreed that the Clerk would contact the undertaker and grave digger.
 2. The headstones in the last row need to be aligned when the next headstone is installed.
 3. To arrange for quotes to cut the higher branches of the trees beside the ditch.
8. **Date of next Committee Meeting:**

The meeting closed at 8:50pm