



Stratfield Mortimer Parish Council

Minutes of the Fairground and Cemetery Committee held at Mortimer Methodist Church Hall on Thursday the 18th of January 2024 at 7.30pm.

DRAFT MINUTES SUBJECT TO APPROVAL

Present:

Councillors:

Cllr. S. Hill (Chairman), Cllr. G. Bridgman, Cllr. H. Geary, Cllr. M. Lock, Cllr. D. Morsley, Cllr. A. Noonan, Cllr. M. Shaw.

Officers:

Mrs. L Hannawin, Clerk and Ms. B. O'Reilly to discuss Cemetery Regulations and Brochure.

Public/Press:

There were no members of the public and no members of the press in attendance.

Part I

23/023 Public Questions (for agenda items only)

None.

23/024 To receive any apologies for absence

Apologies were received from Cllr. A. Marsden.

23/025 To receive any declarations of interest

None.

23/026 Minutes of Last Meeting

To resolve to APPROVE the Minutes of the Minutes of the Fairground and Cemetery Meeting of the 23rd of September 2023.

RESOLVED with two abstentions that these minutes be approved for signature by the Chairman as a true and correct record of the meeting.

23/027 Update from Previous Committee Meeting(s)

To receive an update outlining actions taken following the meeting held on the 21st of September 2023, and other updates.

- Cemetery plot and artificial grass: The Exclusive Right of Burial (ERB) owner has agreed to remove the artificial grass and flowerpots from the plot and replace with lawn turf by the 31st of May. They plan to alter the headstone to accommodate flowers.
- War Memorial: This has been cleaned and the lime mortar will be replaced in March. It was confirmed that, due to the previous ones being stolen, the forces silhouettes have been concreted in and remain in situ all year.
- Signage: it was agreed to discuss signage for the pillbox, conservation area and tumuli at the next meeting.
- Tumuli: Cllr. Morsley is looking for someone to liaise with WBC over the management of the tumuli. This will be mentioned at the full Council meeting.
- Fairground Tree Work: the agreed tree work has been undertaken. The arboriculturist has reported that 568 is dead and needs removing but did state it was a low priority. The removal is being arranged.
- War Memorial cleaning, Christmas tree and watering of the orchard: Cllr. Hill thanked E. Jones, J. Strang and B. Richer for their help with the tasks.

23/028 Items to be taken into private session

To determine which items, if any, of the Agenda should be taken with the public excluded

Cllr. Hill proposed that agenda items 23/029 2. Dog Waste Disposal and 23/029 5. Play Equipment Remedial Work and Replacement Bin, be taken with the public excluded. Seconded by Cllr. Bridgman.

RESOLVED unanimously.

23/029 Items for Consideration and Resolution

Cllr. Hill moved agenda item 23/029 4. Cemetery Regulations and Brochure to be taken next.

4. Cemetery Regulations and Brochure

- a. To receive a report and consider the points raised and agree further actions needed.
- b. To receive and review the draft brochure.

The report was received, and the Cemetery Regulations and draft brochure were reviewed. Changes were identified/clarified as follows:

- All first burials must purchase an ERB.
- Ex-residents who have previously lived in the village for at least 20 years but were living elsewhere at the time of death would have a right of burial. The fee charged will be one and a half times the current fee.
- Non-residents will not have a right of burial but may be buried if there is proof of a connection to the village. The fee charged will be three times the current fee.
- The brochure needs to include:
 - The options and costs for buying further periods at the end of the 50-year ERB term.
 - What is and what is not allowed on graves and headstone.
 - Information regarding seasonal events.

- The process for burials when the ERB holder chooses not to use a funeral director.
- The specification and process for buying memorial plaques.

1. Cemetery Extension

To receive an update on the extension and memorial wall and agree any further actions needed.

Cllr. Noonan reported that TGMS are progressing with the design. The bricks of the memorial wall, which will match the pillars of the entrance gate, need specifying.

2. Dog Waste Disposal

Minuted at Part II.

3. Cemetery Tree Survey

To receive the Tree Survey report and resolve:

- a. Any work required and the associated budget.**
- b. The Clerk seeks quotes for work identified.**
- c. The Clerk, in conjunction with the Chairman, places an order for the required work.**

The report was reviewed, and it was agreed that no work is currently needed. It was noted that the next survey is due November 2026.

4. Cemetery Regulations and Brochure

- a. To receive a report and consider the points raised and agree further actions needed.**
- b. To receive and review the draft brochure.**

Minuted above.

5. Play Equipment Remedial Work and Replacement Bin

To consider the quotes received and resolve the contractor for undertaking the work.

Minuted at Part II.

6. Lime Tree Replacements

To receive a report and resolve:

- a. The type of replacement trees and associated budget for these and any required work.**
- b. The Clerk seeks quotes for work identified.**
- c. The Clerk, in conjunction with the Chairman, places an order for the trees and required work.**

It was agreed to replace 4 trees with Hornbeam. Cllr. Shaw will write a specification to enable the Clerk to obtain quotes in order for an order to be placed.

23/030 Items for information only

- Cemetery gate: a blacksmith needs to remove the gate to straighten the drop bolt. Once the gate is back in place Cllrs. Hill and Noonan will repair the concrete area.
- Fairground footpath and utility square: this is waiting on Cllr. Hill to produce the specification for the work needed.
- Hammonds Heath kissing gate: Cllr. Hill will send a link for a replacement kissing gate so that quotes may be sought.

- Hammonds Heath bollard: a quote for a Rhino bollard has been received as a replacement for the damaged one.
- Litter bin damage: The Clerk reported that the bin next to the picnic table has been destroyed by fire. As there are several other bins in the area it was agreed not to replace it.
- Commemorative bench for ex Cllr. John Bull: Cllr. Hill will liaise with the family.
- Grazing area border schedule: the next grazing area edge to be cut is the one running parallel to King Street.

23/031 Communications

To identify items for communicating.

Cllr. Hill is writing an article on the memorial trees for the newsletter.

23/032 Future Agenda Items

To identify future agenda items

- Grounds maintenance contract.
- Fairground policy.
- Signage: pillbox, conservation area and tumuli.
- Cemetery Regulations and brochure.

23/033 Exclusion of Press and Public

To pass a resolution to exclude members of the press and public from the meeting at Part II, items identified at 23/017 on the Agenda, due to the confidential nature of the information being discussed.

Proposed by Cllr. Hill.

Seconded by Cllr. Bridgman.

RESOLVED unanimously.

Part II

23/029 Items for Consideration and Resolution

2. Dog Waste Disposal

To consider the quotes received and resolve the contractor for the period 01/03/2024 – 28/02/2025.

Cllr. Hill reported that missing parts were being sourced on some of the bins and the damaged bin on West End Road was being replaced. The quotes for the dog waste disposal were considered.

Cllr. Bridgman proposed the contract should be awarded to Tactical Facilities Management.

Seconded by Cllr. Morsley.

Resolved unanimously.

5. Play Equipment Remedial Work and Replacement Bin.

To consider the quotes received and resolve the contractor for undertaking the work.

A request from a member of the public regarding providing additional play equipment for the under 4 was discussed. Due to the lack of available space, this will be further considered when a current piece of equipment needs replacing.

The quote received for the remedial work was received. It was agreed for Infinity Playgrounds to undertake the work recommended as a priority. At the end of the financial

year, any money left in the budget will be maintained in an EMR for further remedial works and consideration will be given to vire funds to increase the available budget.

It was agreed not to replace the bin but for Cllr. Hill to look for a replacement metal insert.

Cllr. Hill proposed the recommendations as agreed above.

Seconded by Cllr. Bridgman.

Resolved unanimously.

Close

The meeting closed at 21:27

Date of next meeting: TBC.

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