



SAWSTON PARISH COUNCIL

MINUTES of the CEMETERY COMMITTEE MEETING
HELD AT SPICERS PAVILION ON 02 NOVEMBER 2021
Meeting commenced at 7.30pm

PRESENT:

Assistant Parish Clerk Clare Speed

Councillors

Mike Mallows (Chairman)

Paul Smith

Jayne Merrick

David Bard

Kieran Cooper

Neil Reid

Kevin Cuffley

1 TO ELECT A CHAIR OF THE CEMETERY COMMITTEE FOR ENSUING YEAR

It was **proposed** by Councillor Kevin Cuffley and **seconded** by Councillor David Bard to nominate Councillor Mike Mallows as Chair of the Cemetery Committee for the ensuing year.

VOTE: 7 FOR : 0 AGAINST (UNANIMOUS)

2 TO ELECT A VICE CHAIR OF THE CEMETERY COMMITTEE FOR ENSUING YEAR

It was **proposed** by Councillor Kevin Cuffley and **seconded** by Councillor Paul Smith to nominate Councillor Jayne Merrick as Vice Chair of the Cemetery Committee for the ensuing year.

VOTE: 7 FOR : 0 AGAINST (UNANIMOUS)

It was **proposed** by Councillor Mike Mallows to nominate Councillor Neil Reid, no one seconded the nomination and Councillor Jayne Merrick became Vice Chair of the Cemetery Committee for the ensuing year.

3 APOLOGIES FOR ABSENCE

None

4 DECLARATION OF INTERESTS

Councillor Mike Mallows declared a pecuniary interest on item 12 as he is a tenant on the premises.

Councillor David Bard declared a non-pecuniary interest on item 8 as he is a member of St Marys PCC.

5 MINUTES OF THE MEETING

The minutes of the meeting held on 03 November 2020 were read, confirmed and signed.

It was **proposed** by Councillor Kevin Cuffley and **seconded** by Councillor David Bard to **accept** the minutes.

VOTE: 7 FOR : 0 AGAINST (UNANIMOUS)

6 MATTERS ARISING – New information only

None

7 TO DISCUSS CEMETERY BENCH REQUEST

Councillor Michael Mallows explained a resident has requested a bench on the south side of the Huckeridge View cemetery next to the ashes plots. This area is under trees and would get a large amount of mess from the trees and birds. All benches are purchased through the parish council to match the other benches and the resident is invoiced and can add a plaque. All benches are maintained by the resident and if it is not well kept the bench will be removed.

It was **proposed** by Councillor Kevin Cuffley and **seconded** by Councillor Paul Smith to **agree** for the resident to have a bench on the south side of Huckeridge View but they need to maintain the bench and area regularly, so it doesn't become untidy.

VOTE: 7 FOR : 0 AGAINST (UNANIMOUS)

8 TO DISCUSS REPAIR WORK ON FLINT WALL AT ST MARYS CHURCH

The Assistant Clerk has received a quote from a Church Architect to project manage the work that needs doing on the flint wall at St Marys Church. After a long discussed it was agreed to have an extra cemetery meeting before March and invite Ashley Courtney to attend.

Councillor Kieran Cooper suggested we do need a project manager as they specialise in this field and will know what to ask for when getting quotes, to make sure the repair is completed with the right materials. Councillor Paul Smith suggested getting more quotes and asked the Assistant Clerk to ask Alan Lamb and Brian Milnes if they know anyone.

9 TO DISCUSS CONTACT DETAILS FOR A RESERVED PLOT

The Assistant Clerk explained she has tried to contact a resident regarding the payment for renewal of their reserved plot and has not received payment after sending two letters. Councillor Jayne Merrick suggested sending a recorded letter and the letter stating if you do not pay within 28 days the reserved plot will no longer be theirs.

It was **proposed** by Councillor Jayne Merrick and **seconded** by Councillor Paul Smith to **send a recorded letter** to the resident.

VOTE: 7 FOR : 0 ABS (UNANIMOUS)

10 TO DISCUSS MEMORIAL TREE IN MEMORIAL GARDEN

The Assistant Clerk explained there is a company which makes memorial trees out of corten weathering steel, the tree could go in the memorial garden. Residents are able to purchase a leaf from the parish council and get it engraved with their loved one's name which will then be installed on the memorial tree. This would be used instead of the plaques which are currently in a wooden noticeboard. It was suggested that other residents which have loved ones buried at the cemetery could purchase a leaf too not just scattering of ashes. The Assistant Clerk has a one quote of £13,465 for a 120cm tree which holds 170 leaves, from one company but is waiting for a second quote from the artist who did the tree on the turning circle.

It was **proposed** by Councillor Kevin Cuffley and **seconded** by Councillor Paul Smith to **RECOMMEND TO FULL** we go ahead with purchasing the memorial tree but discuss the second quote if received by November's full parish meeting.

VOTE: 7 FOR : 0 ABS (UNANIMOUS)

11 TO DISCUSS REMOVING PRIVET HEDGE

Councillor Mike Mallows explained the hedge has sections missing and the hedge needs removing and replacing in areas. Councillor David Bard suggested removing the whole hedge and replacing with something nicer. Councillor Kevin Cuffley suggested meeting with the new ground staff and Councillor Jayne Merrick and Councillor Mike Mallows in January

to discuss this further. The work will need to be carried out before March when the birds start nesting in the hedge.

12 TO DISCUSS CEMETERY EXTENSION

Councillor Kevin Cuffley explained that the area behind the Huckeridge View cemetery alongside Sawston Village College is not in the new local plan. Now would be the time to purchase the land from County to extend the cemetery before they get any planning permission for the site as the price will increase significantly. After a long discussion regarding current usage at the cemetery and St Marys Church it was clear we will be needing the space, especially with the village expanding. It was suggested to try to purchase 1 hectare of land which is a similar size to the Huckeridge View currently.

It was **proposed** by Councillor David Bard and **seconded** by Councillor Kevin Cuffley to **RECOMMEND TO FULL** for Councillor Brian Milnes to approach County Council for a price for 1 hectare of land.

VOTE: 6 FOR : 1 NO VOTE

13 CONDITION OF CEMETERY AND HUCKERIDGE VIEW

Councillor Mike Mallows said there is a few jobs that need doing in the cemetery like clearing rubbish and old machinery, the Assistant Clerk suggested he writes a list so when the new ground staff start the Clerks can organise getting them done. If these jobs aren't completed before March, they will put them on the agenda. Councillor Kevin Cuffley stated that the cemetery looked well-kept and the contractors look like they are doing a good job while we have no ground staff.

Councillor Paul Smith left the room 8:40pm

14 BUDGET SETTING 2022/2023

The committee went through the budget.

It was **proposed** by Councillor Kieran Cooper and **seconded** by Councillor Kevin Cuffley to **RECOMMEND TO FINANCE & GENERAL PURPOSES COMMITTEE** a cemetery budget for 2022/2023 of £2,800.00.

VOTE: 6 FOR : 0 AGAINST (UNANIMOUS)

15 CORRESPONDENCE

None

16 COUNCILLORS ISSUES AND AGENDA ITEMS FOR NEXT MEETING

None

Meeting closed at 8.50pm