

BARROWBY PARISH COUNCIL

Mrs R Heyward, Clerk and RFO
Cherwell Cottage, Main St, Gunby, NG33 5LF
Tel: 07710 087124 Email: clerk@barrowbyparishcouncil.org.uk

Minutes of the Barrowby Burial Ground Committee Meeting held on Monday 17th June 2019 in the Reading Room, Barrowby

MEETING OPENED: 6.30pm

1. WELCOME REMARKS (19/001)

- 1.1 It was noted that the first item on the agenda at the next meeting should be the election of a Chairman. Councillor Cupit agreed to chair this meeting.

The Chairman, Councillor Cupit, welcomed members to the meeting and thanked them for their attendance. Those in attendance: Councillors Lees, Brown and the Clerk, Mrs Heyward.

2. CO-OPTION (19/002)

- 2.1 Following a proposal by Councillor Cupit, seconded by Councillor Lees members resolved to co-option Councillor Brown to the Burials Committee. This was as agreed at the previous full Council meeting.

3. APOLOGIES FOR ABSENCE (19/003)

- 3.1 Apologies were noted from Councillor Inglis.

4. TO RECEIVE DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION IN ACCORDANCE WITH THE LOCALISM ACT 2011 (19/004)

- 4.1 There were no expressions of interest or requests for dispensation.

5. APPROVAL OF MINUTES (19/005)

- 5.1 The Clerk's notes of the Burial Ground Committee meeting on 18th March 2019, having been proposed by Councillor Cupit and seconded by Councillor Lees were agreed to be a true and accurate record and were passed by resolution of the committee. The notes were duly signed and dated accordingly by the Chairman.

It was noted that details of the Council's BRAMM registration have been sent to memorial masons but no replies have yet been received.

Action: Hard copies of the relatives pamphlet/leaflet to send be sent to funeral directors to support electronic copies already sent.

Members carried out a risk assessment on the risk of fire damage to the records kept in the Reading Room store cupboard and deemed the risk to be low.

Action: The Clerk to arrange a quote for a fire resistant door.

6. BURIAL GROUND UPDATE (19/006)

- 6.1 Burial Ground Update

Councillor Cupit reported meeting with the family organising a burial for Friday 21st and having completed the relevant forms with them. He also reported their wish to purchase a further plot in the near future.

There was a discussion around to whom invoices should be sent – families or funeral directors?

Action: The Clerk to contact William Roberts funeral directors to advise them that the family would like to pay the invoice recently sent to them for the burial on 21st June.

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Councillor Cupit reported speaking with a family who would like to purchase a cremation plot in the near future.

It was noted there is an amount of spoil that needs removing from the Burial Ground.

Action: The Clerk to ask Andy Sharpe for a quote to remove it.

Action: Councillor Cupit to ask Nic Barker for a quote to remove it.

Members noted a request to erect a memorial on 18th June.

Action: The Clerk to respond that the memorial erection must be supervised, and this date is not suitable. The memorial must also have an anchor system – the Clerk to reinforce this to the memorial mason.

7. DATE OF NEXT MEETING (19/007)

6.30pm on 23rd September 2019

The Chairman closed the meeting at 7.04pm