

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 18th March 2019 in the Reading Room, Barrowby

MEETING OPENED: 6.30pm

1. WELCOME REMARKS (18/014)

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

2. APOLOGIES FOR ABSENCE (18/015)

- 2.1 Apologies were noted from Councillor Inglis. Councillor Swatton was not in attendance.

3. TO RECEIVE DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION IN ACCORDANCE WITH THE LOCALISM ACT 2011 (18/016)

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

4. APPROVAL OF MINUTES (18/017)

- 4.1 The Clerk's notes of the Burial Ground Committee meeting on 17th December 2018, 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.

There were discussions around who should have access to the burial records and what rights the public have to view them.

Action: The Clerk to seek advice and update members.

5. BURIAL GROUND UPDATE (18/018)

5.1 Burial Ground Update

Councillor Cupit reported the following business since the last meeting:

Two burials and one interment of cremated ashes. It was noted that Councillor Inglis had levelled and turfed several plots.

5.2 Burial Ground Policy & Charges

Members discussed and agreed a number of changes to the latest Burial Ground Policy. Members agreed there should be no changes to the current charges.

Action: The Clerk to make the agreed changes for the consideration of the full Council at the next available meeting. Changes should be highlighted for clarity.

Action: The Clerk to add the cost of vase hire to the Burial Ground Charges document.

5.3 Correspondence to Funeral Directors & Memorial Masons

It was noted that despite joining in July 2018, memorial masons have not been advised that the Council is now a member of BRAMM.

Action: Following the ratification of full Council, the Clerk to correspond to memorial masons that the Council are members of BRAMM and that within six months, only accredited memorial masons will be permitted to do work in our Burial Ground.

Action: The Clerk to add to the April Parish Council agenda for ratification.

It was further noted that the pamphlet to funeral directors/mourners was never published in 2018 when originally written.

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Action: Following the ratification of full Council, the Clerk to check the document is up to date and send copies to Funeral Directors.

5.4 Fire Risk to Burial Records

Members heard a report from the Clerk that the advice from Griffin Safety in January indicated that the store cupboard in the Reading Room would not protect the Burial Ground documents in the event of a fire.

Action: The documents should be moved as soon as possible to the fire proof cabinet in the foyer.

6. **DATE OF NEXT MEETING (18/019)**

6.30pm on Monday 17th June 2019

The Chairman closed the meeting at 20.09pm