**Minutes of the Barrowby Burial Ground Committee Meeting held on Thursday 24th September 2020 via Zoom Video Conference**

**MEETING OPENED**: 11.00am

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| **1.** | **WELCOME REMARKS (20/013)** | | |
|  | 1.1 |  | The Chairman, Councillor Cupit, welcomed members to the meeting and thanked them for their attendance. Those in attendance: Councillors Lees, Inglis, Brown and the Assistant Clerk, Mrs Neale. |
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| **2.** | **APOLOGIES FOR ABSENCE (20/014)** | | |
|  | 2.1 |  | Councillor Townsend who was away on holiday visiting family. |
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| **3.** | **TO RECEIVE DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION IN ACCORDANCE WITH THE LOCALISM ACT 2011 (20/015)** | | |
|  | 3.1 |  | There were none. |
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| **4.** | **APPROVAL OF MINUTES (20/016)** | | |
|  | 4.1 |  | The Clerk’s notes of the Burial Ground Committee meeting on 6th July 2020, having been proposed by Councillor Cupit and seconded by Councillor Inglis were agreed to be a true and accurate record and were passed unanimously by the committee. |
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| **5.** | **BURIAL GROUND UPDATE (20/017)** | | |
|  | 5.1  5.2  5.3 |  | Burial Ground Update  There has been one burial in the Burial Ground since the previous meeting.  We have received one application to purchase a burial plot.  We have received two permit to work applications from Linnell’s for erection of headstones.  **Action: Assistant Clerk to contact Linnell’s to confirm time of visit and reiterate on policy regarding anchor system and that work must not commence without a Burial Ground Committee member present. Councillors Inglis and Brown to be present when work commences, dates offered Friday 2nd or Monday 5th October.**  BRAMM  The committee reviewed a list of questions to be sent to NAMM and BRAMM and also reviewed both websites.  **Actions: Councillor Cupit to forward updated questions for committee for final review to be done urgently with the aim for the Assistant Clerk to send out on Friday.**  Burial Ground Maintenance / Ash Tree  Adding of soil and turf work has taken place with only two plots remaining that require turf. It was noted that the bunker is ¾ full of soil which should last a while.  The quote received for £400 for the dead wooding of the Ash tree near the soil bin and part of a second Ash tree overhanging the entrance path into the Burial Ground was agreed. Due to H&S this work will need to be carried out as soon as possible and while the leaves are still in place so that the dead wood can be easily identified.  **Action: Assistant Clerk to contact Clerk for authorisation of Work Order. Councillor Inglis to then contact David Merchant. Councillor Inglis to also ask for Dave Merchant to do a walk around of the Burial Ground to identify any further tree work requirements.**  A discussion was held regarding the requirement for drainage around the boundary of the School and Burial ground.  **Action: Assistant Clerk to approach the School Governors to propose they have look at this and get advice on what is required. Assistant Clerk to check with Clerk if this correspondence needs to come from Parish Council or can be sent by Burial Ground Committee.**  Continue to keep an eye on the tarmac path some cracks starting to show due to tree roots.   |  |  |  | | --- | --- | --- | |  |  |  | |
| **6.** | **DATE OF NEXT MEETING (20/018)** | | |
|  |  |  | Monday 2nd November at 11.00am |
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|  |  |  | The Chairman closed the meeting at 12.30pm |