

BARROWBY PARISH COUNCIL

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Minutes of the Barrowby Burial Ground Committee Meeting held on Tuesday 20th April 2021 via Zoom Video Conference

MEETING OPENED: 4.00pm

1. WELCOME REMARKS (21/001)

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

2. APOLOGIES FOR ABSENCE (21/002)

2.1 None

3. TO RECEIVE DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION IN ACCORDANCE WITH THE LOCALISM ACT 2011 (21/003)

3.1 None received.

4. APPROVAL OF MINUTES (21/004)

4.1 The Clerk's minutes of the Burial Ground Committee meeting on 17th February 2021, having been proposed by Councillor Lees and seconded by Councillor Inglis were agreed to be a true and accurate record and were passed unanimously by the committee.

5. BURIAL GROUND UPDATE (21/005)

5.1 Burial Ground Update

There has been one burial and three interments in the Burial Ground since the previous meeting.

5.2 Burial Ground Maintenance

Ground will need to be levelled and top soil added in the Autumn for recently used plots. Overhanging tree from School yard needs maintenance as potentially dangerous.

Actions: Councillor Inglis to arrange top soil. Assistant Clerk to write to Headmaster and advise work and offer to arrange at Schools cost. Councillor Inglis to obtain quote.

5.3 Forms

The committee reviewed form BG1. For simplicity this has been split into two forms one for Purchase and one for Application for Burial.

Action: Assistant Clerk to forward finalised forms to Clerk to updated on website.

5.4 Burial Ground Policy

The committee discussed the current Policy.

Action: Councillor Cupit and Councillor Inglis to makes changes and forward to Assistant Clerk.

5.5 Terms of Reference

The committee discussed the Terms of Reference. **Action: Assistant Clerk to update.**

5.6 Councillors Brown and Townsend and Assistant Clerk had attended the Cemetery Management and Compliance Course and gave an update on the course.

6. DATE OF NEXT MEETING (21/006)

Tuesday 27th July at 4.00pm. The Chairman closed the meeting at 5.40pm.