

BARROWBY PARISH COUNCIL

Tel: 07710 087124 Email: clerk@barrowbyparishcouncil.gov.uk

Minutes of the Burial Ground Committee Meeting held on Monday 13th March 2026 at 1pm in the Reading Room, Church Street, Barrowby

Councillors in attendance: Cllrs Michael Brown, Paul Brown, Jo Footitt, Tim Lees (Chair), Anna McConnell-Good

Officer in attendance: Claire Vink (Parish Clerk)

No members of the public were present. The meeting started at 1.10pm.

1. WELCOME (25/013)

The Chair welcomed members to the meeting.

2. APOLOGIES (25/014)

No apologies received

3. DECLARATIONS OF PECUNIARY INTEREST (25/015)

- a) No declarations of members' interests were made
- b) No dispensations needed to be considered

4. MINUTES (25/016)

It was **RESOLVED** to approve and sign the minutes of the Burial Ground Committee meeting held on 15th December 2025. There were 2 abstentions.

5. BURIAL GROUND MATTERS ARISING (25/017)

- a. A verbal update on the activity at the Burial Ground was **NOTED**. It was **NOTED** that the bequest to the Burial has gone through probate however payment will not be made until October at the earliest.
- b. No further maintenance has been carried out at the Burial Ground since the September meeting. Spreading and seeding work is planned for the Spring by Cllrs Lees and P Brown. A new spade and barrow have been purchased and a rake has been donated. The gate into the Newton Field has fallen down due to a rotten post. **Action: Clerk to speak with N Baker to explore options to fix it.** The fence still requires maintenance. **Action: T Lees to speak with D Parker re: options to fix sections of the fence rather than replace the whole lot.** Trees: a large branch fell, no damaged caused. This tree was identified in the recent tree survey. Tree maintenance is being covered in the Buildings and Assets committee. The Sycamore and 2 Ash trees at the entrance have been identified as needing maintenance. The Ash trees will require a longer term maintenance plan due to die back. **Action: Burial Committee to complete an inspection of grounds at 10.30am on 19th March**
- c. It was **NOTED** that a gravestone has been laid flat as it has become unstable. The named person on the Grant has been contacted. Clerk is exploring options to obtain a grant to support fixing of the headstone.
- d. It was **NOTED** that the clerk is booked onto Introduction to cemetery management for parish & town clerks on 13th May and EROB course 3rd and 4th June.

6. REVIEW OF TOR, FEES AND OTHER RELATED POLICIES (25/018)

It was **NOTED** that committee have 1 month to review and provide comment on the ToR and Burial Ground Policies to allow redraft before formal adoption at the May Parish Council Meeting. It was **NOTED** that wooden crosses should be limited to 18 months after which a headstone should be put in place. To

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allow for ease of maintenance and minimise possible damage to a headstone, a plinth is required at the grave site. Flowers / plants / ornaments must be placed on the plinth to allow for ease of grass cutting. It was **RESOLVED to approve** a 3% increase in fees, rounded appropriately.

7. CAPTURE OF FUTURE ISSUES FOR DISCUSSION / AGENDA ITEMS (25/019)

None identified

8. DATE FOR NEXT MEETING (25/020)

19th June 2026 at 1pm in the Reading Room.

The meeting closed at 2.10pm