

Duffield Parish Council

Minutes of the Meeting of the Cemetery Committee, held, in the Committee Room, Hazelwood Road, Duffield on Wednesday 21st November 2007 at 2.00pm.

Present: Chairman: Councillor J England
Councillors: Greenwood, Rice, A and B Woodings

Also in Attendance: Clerk: Mrs S Bygraves
Assistant Clerk: Mrs S Smith

Apologies for Absence

902 Apologies for absence were received from Councillor Short

Declaration of Members Interests

903 None were recorded

Minutes of the Meeting of the Cemetery Committee

Members reviewed the minutes of the Cemetery Committee meeting held on 4th July 2007, and approved by the Parish Council on the 11th September 2007. It was

904 Resolved: that anything brought to attention would be discussed as they appeared on the Action Plan.

Update of Action Plan

Further to item 724, this was linked to the inspection and would be discussed as it appeared on the agenda.

Further to item 726, 727 and 729, these were on the agenda.

Further to item 730, the ponds and water storage devices, this was on the agenda.

Further to item 734, this would be brought to full council and would therefore be deferred.

Further to item 737, this was on the agenda.

Further to item 741 for the replacement flower tubs, this was on the agenda.

Further to item 742, Mrs Guy had been congratulated for producing the beautiful flower tubs.

Further to item 745, the care of the memorial tablets. Enquiries showed that soap and water was needed to bring the tablets back to cleanliness and could be polished or re-gilded if necessary.

Items for Exclusion

None

Duffield Cemetery Superintendents Report

None at present as the Superintendent was unwell; a full report would be available for the next Parish Meeting.

Budgets to Date

A budget report had been presented at the meeting by the Clerk with a forecast to the year end of March 2008. This included a smoothing process to increase the precept gradually for the large level of expenditure and would be presented at the main parish council meeting. It was:

- 905 Resolved:** that the repairs to the road directly in front of the cemetery would have to be done, therefore the highways department could then adopt the road for all future repair work to be undertaken with no further cost to the parish council.

Memorial Inspections

All memorial inspections have now been completed. Various actions now have to be undertaken to ensure that all memorial headstones are safe. It was:

- 906 Resolved:** that the clerk would compile a database of contacts that would maintain graves for the more recent years. It was further:
- 907 Resolved:** that a written policy be devised for the legality of NAM standards.
- 908 Resolved:** that as much advertising as possible be undertaken for villagers or readers of local papers to come forward.⁷

Cemetery Lodge

The cemetery lodge is sound but in need of some repair work and modernisation. There are allocated funds within the annual budget for certain repairs. It was:

- 909 Resolved:** the Clerk obtain quotes for all areas but as the superintendent is due to retire in three years time then only the most urgent work would take place.

At some point the boiler would need replacing once a decision has been made for the future of the lodge and its use.

Road Maintenance

This was discussed as part of the main agenda.

Allotment Gardens

A tour of the allotments has taken place and there are a number that are not being kept to a satisfactory standard, it was:

- 910 Resolved:** to call a meeting in March with allotment holders. It was further:

- 911 Resolved:** that the clerk send a further letter to one of the allotment holders giving notice, that if there aren't significant improvements then the council would enforce their right to remove.

Water Supply to Allotments

- 912 Resolved:** that this would be deferred until the opportunity arises for a grant.

Hedge alongside Allotment Gardens

- 913 Resolved:** this would also be deferred as it would be included as part of the project as identified in minute reference 913.

Review of Nature Reserve

It will be necessary to cut a band around the nature reserve. It was:

- 914 Resolved:** that the Clerk order a sign for the nature reserve.

Retirement of Superintendent

It will be necessary to write a schedule for the summer mowing as its very time consuming and look at general maintenance.

Rules and Regulations

Nothing to Report

Rolling programme of Repair, Renewal and Risk Assessments Inspections

The man hole covers need to be looked at and maybe replaced, this may cause heritage problems. There needs to be a constant review as they are a trip hazard It was therefore:

- 914 Resolved:** that the clerk contact the highways department to assist in the possible replacements.

Flower Tubs in the Cemetery

The Superintendent has stated that the tubs in the Cemetery were acceptable in plastic as they were lighter to handle and there is no risk of breakage.

Time and Date of the Next Meeting

- 915 Resolved:** that the next meeting of the Cemetery Committee will take place on Tuesday 22nd January 2008 at 7.00pm, in the Meeting Room on Hazelwood Road, Duffield.

Signed _____ Date _____