

Weaverham, Cuddington and Acton Bridge Cemetery Committee

Date & time 16th August 2022 at 19.30 **Location** Acton Bridge Parish Rooms

Attendees Cllr J Freeman (WPC) (Chairperson), Cllr P Chrimes (CPC), Cllr W Maddock (CPC), Cllr E Bland (WPC), Cllr M Gerrard (WPC), Cllr C Fifield (ABPC), Cllr A Crist (CPC), Mr K Byrne, Mr G Robinson (Cemetery Maintenance Manager), Mrs C Robinson (Clerk to the Committee)

Apologies Cllr T Brocklebank (ABPC) Cllr G Edwards (WPC),

Absent Cllr S Brookes (CPC),

Minutes written by Mrs C Robinson (Clerk)

The meeting commenced at 19:30

Agenda item **Notes & actions**

34. Apologies Apologies for Absence – as noted above.

35. Declarations of interest There were no disclosable pecuniary interests declared.

36. Public Open Forum One member of the public attended the meeting and addressed the Committee to put forward a detailed case for a memorial that does conform to the current rules. The proposed memorial does not have smooth edges/sides. A detailed email from him with photos of other memorials in the cemetery had been circulated to the committee prior to the meeting.

37. Minutes of Committee meeting held on 21st June 2022 With one minor correction to Cllr Fifields Parish Council name, Cllr Maddock proposed and Cllr Bland seconded and it was **RESOLVED** that, the minutes of the Cemetery Committee meeting held on 21st June 2022 are accepted as a true and correct record.

38. Request for a Memorial for Joan Naughton (with rough edges) The Committee discussed the memorial request and agreed it does not conform to the current rules due to the rough sides/edges. The Committee considered the option of making an exception as there are other memorials like this in the cemetery, but these had been erected before the rules were changed. The concern was that allowing this request would set a precedent for other requests outside the rules to be made. Cllr Maddock proposed and Mr Byrne seconded and by a majority (Cllrs Chrimes and Gerrard voted against the resolution), with 1 abstention (Cllr Crist) it was **RESOLVED** to decline the request.

39. Digital Mapping Project The Clerk has done a review of the options, had demonstrations from the software providers and spoken to a several Cemetery Clerks as well as a couple of Parish Council Clerks. A detailed review was sent to the committee prior to the meeting.

At this point she has ruled out Pear Technology, as it doesn't have much reporting functionality or storage of pictures/documents, and Rialtas as it has very limited storage of pictures/documents. The only remaining option is Edge and their Epitaph software. The Clerk is trying to arrange a visit to Frodsham Town Council to speak to them about their experience with the software. Cllr Maddock proposed and Cllr Fifield seconded and it was unanimously **RESOLVED** that the Clerk is given authority to appoint Edge if she is happy with the demonstration and feedback from Frodsham Town Council. Edge have quoted £752 (excluding VAT) for the initial setup, annual fees will be approx. £556 (excluding VAT).

Action Mrs Robinson

40. Purchase of wild meadow seed for land surrounding the new car park

The Clerk and Maintenance Manager have met with CW&C (StreetScene) to discuss sowing wild meadow seed. CW&C will turn the soil free of charge and have given a link for the Cemetery Committee to purchase the seed if they want to go ahead. The seed for the main area will cost a total of £447 and the shady area on the other side will be £175. Cllr Bland proposed and Cllr Chrimes seconded and it was unanimously **RESOLVED** to purchase the wild meadow seed and instruct CW&C to turn the soil in preparation.

Action Mr Robinson

Cllr Fifield also raised the option of applying for a Neighbourhood Pride Grant for the cost of the wildflower seeds. He will forward the Clerk the information on how to apply.

Action Mrs Robinson

41. Cemetery Maintenance Managers Report

The Cemetery Maintenance Manager’s report circulated prior to the meeting contained detailed updates on matters arising, UK Landscapes and regular tasks. Key points that were highlighted in the meeting:

- The car park is complete, the grass seed has been watered every day for two weeks following its laying to get it to establish. Watering was done every day during the hot periods using an elevated sprinkler. The whole area needs to be weeded to remove the dormant weed seeds that have now sprung up (before wild meadow seed is sown). This will be a significant task as a lot are nettles with a long tap roots.
- There has been an issue with somebody driving over the new beds created around the cemetery car park. Unfortunately, the card in the CCTV camera has stopped working so the Maintenance Manager was unable to identify the culprit.
- The heat, newness of the tarmac and the power of large car’s power steering has caused very minor damage in a couple of areas. But there have been no issues with the work itself.
- There is still a significant number of visitors parking on the road rather than the empty car park.
- The Maintenance Manager had to get UKL back to complete the strimming of the graves in two of the sections and to complete the strimming of the paths in Sections 1 & 2. The issues have been brought up with UKL management.

Cllr Fifield had been asked by a family living in Sandiway to pass on to the Cemetery Committee how impressed they were with the upkeep of the cemetery.

42. Clerks Report

The Clerk provided a report detailing interments from 1st April 2022 up until 12th August 2022 in advance of the meeting. In summary:

	Burials	Burials-C/Remains	GOR	Total	New Graves	New GOR plots
Parishioners	2	2	6	10	0	3
Non-Parishioners	3	2	2	7	1	0
Total	5	4	8	17	1	3

43. Finance Report

Total Balances as at 12th August 2022

	<u>DR -ve</u>	<u>CR +ve</u>
Current A/c		269.29
Reserve A/c		13,705.87
National Savings A/c		107,039.78
Unrepresented bankings 2017/18		90.00
Unrepresented bankings		0.00
Unpresented Chqs		
		121,129.94

Summary

Total Balance B/Fwd @ 18/06/22	124,846.82
Plus total receipts	1,360.43
Less total payments	5,077.31
Total Balance C/fwd to 13/08/22	<u>121,129.94</u>

- **Mobile phone complaint** –The Clerk has made complaints to both Propel Finance and Ariel direct (O2) over the charges for the new mobile phone. Propel (providing finance of the new phone) increased costs from £11.68 a month to £26.91, after Clerk complained a refund of £15.23 has been given, and assurances that it will only be £11.68 from now on. The Clerk then did some investigating. The phone is worth approx. £140-£180, the finance will eventually be for 3 times that value. Propel suggested the Clerk raised a mis-selling complaint to Ariel Direct, who as a result, have agreed to reduce the monthly cost for the phone to £7.20 (from £17.16), giving an overall total for the mobile phone of £18.78 per month, compared to £18.65 per month in the previous year.
- **Car park** – There is still one payment due for £1,364.70, due three months after car park was finished. Otherwise, everything has been paid and accounted for. The total incurred matches the quote given by Redburne.
- **Buildings insurance**- Following an enquiry from Cuddington PC’c Clerk, the current Zurich insurance has an amount in the schedule of £25,504.03 for re-instatement of the buildings. This may be below the current actual cost of re-instatement. Both Cuddington PC and the JCC are paying for re-instatement of the buildings in their insurance premiums. The Clerk will discuss with Cuddington PC’s Clerk to agree who (and how) should be paying the premium. **Action Mrs Robinson**

44. Updates on matters arising were given – more detailed information was circulated prior to the meeting in the Clerks & Cemetery Managers reports

Tablets in the Garden of Remembrance – A draft of the rules was circulated with the Clerks report. The Committee agreed that in Section 24 the last sentence would be amended to ‘The position of any tablet and any flower holder is to be agreed with the clerk and cannot be cemented permanently in place.’

45. Correspondence Apart from standard letters, the Clerk sent the letter agreed by the JCC last year concerning the outstanding fee from 2017/18, as Susan Stubbs ashes were interred in a full grave on 20th July 2022. The Clerk received a call on 12th August stating that there was no problem removing the tablet but first the debtor wanted £90 refunded, as he claims he has paid for the plot, he also paid a visit to Cllr Freeman. The Cemetery accounts do not show any payment made other than the fee paid by the stone mason for £90 (which should have been £110). Cllr Freeman asked the debtor for evidence of the payment. The JCC agreed to allow to the end of September for removal of the tablet, to allow time for evidence to be presented.

46. AOB

None raised

47. Date of next meeting

The next meeting is planned for **Tuesday 18th October 2022** at 19:30, venue TBC. This meeting will be the Annual Meeting and will include a review of the JCC Constitution, rules and fees.

The meeting closed at 20:40

Signed..... (Chairperson)

Date.....