

ST GERMANS PARISH COUNCIL

Chairman: Mrs Patricia Pipe

Clerk: Mrs Emily Young – Tel: 07845 130596 Email: clerk@stgermansparishcouncil.gov.uk

Website: www.stgermansparishcouncil.gov.uk

Minutes of the Parish Council Burial Committee meeting held at the Eliot Hall on Wednesday 12 February 2020 at 9.15am

Present

Cllr G Mackeen, Cllr P Chilton, Cllr S Barnes and Cllr L Gomersall

1. Declarations of Interests and Dispensations

1.1 To receive declarations of interest from Councillors on items on the agenda

1.2 To receive written requests for dispensations for disclosable pecuniary interests

1.3 To grant any requests for dispensations as appropriate

There were no declaration of interests made.

Public participation

There were no members of the public present.

2. Apologies for absence

There were no absences.

3. Election of a Chairperson

It was proposed by Cllr Chilton to elect Cllr Gomersall as the Chairman. This was seconded by Cllr Mackeen. All were in favour.

4. Understand and agree Terms of Reference

The Committee is delegated the following responsibilities:

- To manage and maintain the burial grounds within the Parish
- To revise and set the appropriate fees and regulations annually
- To appoint the necessary contractors
- They will also ensure the fees are collected and the regulations are enforced
- To make sure all regulations, Deeds of Grants and other administrative tasks under the Burial Act are carried out.

Maximum number of seats = 4

Members appointed – Cllr Barnes, Cllr Gomersall, Cllr Mackeen and Cllr Chilton

Quorum = 3

It was proposed by Cllr Barnes to accept the above terms of reference. This was seconded by Cllr Mackeen. All were in favour.

5. Review current procedures and paperwork

The Clerk outlined the procedure for burials and cremations, explaining what needs to happen

and the timescales. The Clerk will prepare a new memorial tablet application form and circulate to all. This will be approved at the next full meeting.

6. Review 2019/2020 prices

The Clerk circulated and explained the current prices. The prices were discussed and it was proposed by Cllr Chilton not to increase the prices for 2020/21 but to review them again in February 2021 ready for April 2021. Seconded by Cllr Barnes. All in favour. The Clerk was asked to add charges for under 17year olds which will be free of charge for parishoners. The pricing sheet will be updated and circulated ready for approval at the next full council meeting.

7. Review 2019/20 regulations

The current regulations were shown and the Clerk will add a new sentence about removing wooden crosses and interring children. The updates will be circulated ready for approval at the next full council meeting.

8. To agree and make recommendations for the Parish Council

It was agreed to make the following recommendations back to full council to accept:

- ~the new memorial tablet application form.
- ~the new prices for interring under 17year olds and carrying out searches.
- ~the slightly amended regulations.
- ~to review the prices again in February 2021 against other local providers.
- ~to look into having a dedicated plaque garden.

Meeting closed at 9.55am.

Signed as a true record of the meeting.....

Chairman

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Date