

# Melbourne Parish Council



Mrs J Storer - Parish Clerk, 2 Mansfields Croft, Etwall, Derbyshire DE65 6NJ

## Burial Committee Minutes

Minutes of a meeting of the Burial Committee held at 2.00pm on Thursday 16<sup>th</sup> April 2015 at the Cemetery, Packhorse Road, Melbourne

Present – Cllr Hicklin (Chairman), Butler, Carpenter Stockill, Sharp,  
In attendance – Mrs J Storer (Clerk) and Mr R Holman (Sexton)

Apologies: none were received.

Minutes of the previous meeting approved by Council were signed by the Chairman as a true record

257. Cllr Carpenter recommended that as further procedures have been identified; the procedures booklet will need to be restarted to ensure all the information is correct and up to date. **(Action: Cllr Carpenter, Clerk and Sexton).**
258. Planning permission has been granted for the felling of the Cherry Tree in the Old Burial Ground. The tree will be removed on 20<sup>th</sup> April 2015.
259. The new mower has been purchased and delivered.
260. Cllr Hicklin will make enquiries about locating and obtaining photographs which show the old Cemetery House and gardens. Cllr Carpenter has obtained baptism records and these tally with other evidence gathered relating to Mrs Hall's sister's grave. When the photographs are obtained, the complete set of evidence will be presented to Mrs Hall.
261. No action has been taken by the Parish Council about identifying and funding a suitable future burial site. Whilst there is anticipated to be sufficient burial plots for 15 years at the current rate; identification of potential sites needs to occur as the transfer and preparation of any land could take a substantial period of time. **(Action: Full Parish Council)**
262. Currently burial plots can be purchased in advance, with no restriction on the time, whilst other burial authorities limit the number of years that a plot can be bought before it is used. It was suggested that if a purchase plot is not used within 15 – 20 years, then it reverts back to the Parish Council. Should the purchaser still require the plot, it can be repurchased. The Clerk is attending a training session at SDDC on 30<sup>th</sup> April and will seek clarification on this proposal. The matter can then be discussed and considered by the Full Parish Council. **(Action: Clerk & Full Parish Council)**
263. The Clerk is meeting with SDDC on 30<sup>th</sup> April for further training and will find out how other faiths and cultural needs are met. The forms for the ICCM training courses for the Sexton and Clerk are available and payment for the courses will be raised at the next Parish Council meeting.
264. The Clerk had previously circulated a report which raised the poor condition of the chapel and which provided a proposal for its refurbishment and future use. The Committee considered the report, toured the cemetery and discussed the recommendations contained within the report.  
**RESOLVED to make recommendations to the Full Parish Council for the repair and refurbishment of the chapel as contained in the circulated report.**

There being no further business, the Chairman closed the meeting at 3.15pm.

Burial Committee -Cllr S Hicklin Chairman

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