

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 7:00pm on Monday 11th April 2016 at the Melbourne Assembly Rooms, High Street, Melbourne

Present – Cllr Hicklin (Chairman), Carpenter, Sharp, Stockill

In attendance – Mrs J Storer (Clerk),

As a quorum was present, the meeting took place.

313. Apologies: were received and accepted from Cllr Dunnicliff.
314. Minutes of the previous meeting held the 7th March 2016 were approved and signed by the Chairman as a true record.
315. The production of the procedures booklet remains an ongoing ambition but due to time pressures, the matter was deferred and will be considered again in September 2016.
316. There has been no further communication following the meeting held in February 2016 with the lady regarding the location of her sister's grave. No further action will be undertaken on this matter.
317. Cllr Dunnicliff has approached a local landowner about obtaining land to extend the cemetery. As Cllr Dunnicliff was not present, no update was received. **(Action: Cllr Dunnicliff)**
318. Cllr Carpenter agreed to draw up a design of a new wall. Committee members will give consideration as to the type of construction material to be used. **(Action: Cllr Carpenter).**
319. The Clerk and Committee members met with the Conservation Officer on 31st March 2016 and received positive comments about the proposed new office. The Clerk has instructed the Architect following the Parish Council's approval (2nd April 2016) of the Architect fees. A date is still to be confirmed to meet with the Architect to discuss the drawings. **(Action: Clerk)**
320. Cllr Carpenter is working on the display for the internal walls in the Chapel. **(Action: Cllr Carpenter).**
321. It was agreed to remove the noticeboard in the Cemetery which will generate additional cremation plots. A new smaller noticeboard will be bought and erected on the Chapel wall. **(Action: Cllr Hicklin and Clerk).**
322. Consideration was given to a request received from a local resident to pre-purchase two burial plots. The Parish Council adopted a policy which came into effect on 1st January 2016, not to allow the advance purchase of plots. RESOLVED not to grant the request and to adhere to the policy of not allowing the advance purchase of plots. The Clerk will advise the resident of the decision. **(Action: Clerk)**

There being no further business, the Chairman closed the meeting at 7:30pm.

Burial Committee -Cllr S Hicklin Chairman