

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 Grounds Committee held at 7.00pm Monday 10th February 2014 at the Shone Lounge, Melbourne Assembly Rooms, Melbourne

Present – Cllr Hicklin (Chairman), Butler, Carpenter, Stockill, Clerk
In attendance – Cllr Minifie (from 7:30pm)

Apologies: None received

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

204. Cllr Carpenter reported that the documentation of the procedures at the Burial Ground is in hand. **(Action: Cllr Carpenter, Cllr Hicklin and Sexton)**. The resulting document will be large and a summary document will be produced for ease.
205. At the last Committee meeting, it was agreed to recommend that additional rubbish bins are ordered. The Clerk sought clarification that this recommendation is to be actioned. AGREED: the Clerk was instructed to place the order for the additional bins.
206. The Beech tree, the Clerk has made an application to the Archdeacon for emergency works to be undertaken and has emailed Eddow Waldron for an accurate assessment of the fees to be levied. The Archdeacon has granted permission for the emergency work to be carried out but this is subject to obtaining a retrospective Faculty. The Clerk has sent a letter to Melbourne Tree Services Ltd seeking a firm date when the work will be undertaken. Not response has yet been received.
The Clerk will complete the application for a Faculty. The application requests details of a replacement that is to be planted and the Clerk enquired as to what the preferred option is.
AGREED: to propose that a replacement is planted at Whistlewood, instead of in the Burial Ground, as this is a designated area for trees. This proposal was made for the avoidance for future problems. If this is unacceptable, it is proposed that a shrub is planted, again for ease of maintenance and to avoid future problems relating to trees within the Burial Ground. **(Action: Clerk)**
207. The Five Year Plan is on hold but a brief discussion was held about possible uses for the left hand side of the chapel. It was agreed that good, well thought out plans could make the area more useable and provide a valuable facility to users of the Cemetery and this is something that will be re-visited at a later date. Also to be re-visited at a later date, is consideration of burials/arrangements for those of non-Christian faiths.
208. A suitable location has been identified for a memorial bench; the relative has been advised by the Sexton that it is her responsibility for the ongoing maintenance. The bench is being custom made and will take some time to complete.

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209. Long standing family dispute over the maintenance of a grave - The Clerk reported that she had been asked for an update to an enquiry about the transference of ownership of plots and of relinquishing plots no longer required. The Clerk informed that the reply sent advised that this is a matter solely for the parties involved and the only involvement of the Parish Council is to be informed of the details of the new owner. Any plots wishing to be returned to the Parish Council will be accepted, but no refunds of the purchase price will be given.
210. A quote has been obtained for the installation of a water heater and additional sockets in the Chapel.
AGREED: for the additional sockets to be installed if they are necessary, but there appeared to be no immediate justification for the installation of a water heater. Should the need be justified and if the budget position improves, future consideration can be given to the provision of a water heater.
211. Burial Fees – It was reported that there has been an increase in the questioning of levying triple fees for burials and for plot purchases. This matter had been raised in the confidential section of the Parish Council meeting held 4th February 2014 and has been referred back to the Burial Committee for consideration and for a proposal to be drafted.
Both Cllr Butler and Cllr Stockill had researched fees levied by other burial authorities; these mirrored in general, the fees being levied by this Council. A lengthy discussion took place as to what fee options could realistically be levied, this included reference to different scenarios and the fact that trying to accommodate so many different variations and situations, would create loopholes and complicate matters further.
AGREED: triple fees will be levied on anyone not residing in the parish at the time of their death, this is regardless of the length of time that they had been a resident of Melbourne and the length of time since they moved out of the parish. Proof of permanent residency will be required to be presented if requested.
This proposal will be brought to the next Parish Council meeting and will also be sent to the main undertakers; inviting them to offer their thoughts on the proposal. The topic will be reviewed in six months.

Date of next meeting: to be advised

There being no further matters, the Chairman closed the meeting at 7.55pm.

Burial Committee -Cllr S Hicklin Chairman