

**MINUTES OF A MEETING OF THE BURIAL GROUNDS AND PROPERTIES
COMMITTEE HELD ON TUESDAY 24TH APRIL 2018**

PRESENT: Cllr. Clifford (in the Chair), Cllrs. Bunyan, Cook, Fairweather and Holmes.

Members are required to declare any interests, dispensations, predetermination or lobbying on items on this agenda. Members are reminded that changes to the Register of Interests should be notified to the Clerk.

Cllr. Fairweather declared an interest in the item regarding the Cranbrook War Memorial grounds contract, in that he had submitted a tender.

38/17: Golford Cemetery:

Chapel hire update: Cllr. Clifford updated the Committee that Rev. Peter Michell of the Independent Gospel Cause was now using the Chapel for regular services on a Sunday afternoon; except for days when it is open to the public. They are making a regular donation for the use. Members agreed that it was an excellent use of the Chapel.

Cllr. Clifford reported that Golford Cemetery was in generally good order and there were no issues to raise.

39/17: St. Dunstan's Churchyard:

The Clerk advised that she was still awaiting some information from the Planning Technical team at TWBC as to what drawings are required for the application to install a safety handrail in the Churchyard.

Cllr. Cook advised that he had been approached by a Parishioner in regard to the interment of ashes in the Garden of Remembrance. The Clerk advised she had also been approached and been able to clarify the procedure when a churchyard has been closed and the maintenance of the grounds is transferred to the Parish Council. The Parishioner has been advised that they will need to approach the present incumbent with their request.

Cllr. Clifford also wished to record that he had given permission to the St. Dunstan's Flower Festival Committee to decorate the churchyard from 22nd – 24th of June for the duration of the Festival.

40/17: Sissinghurst Cemetery:

Tree planting: The Chairman advised of several informal conversations that had taken place with a few residents of Sissinghurst, in regard to the planting of trees, replacing the leylandii that were felled last year. The offer of several donations to assist with this had also been forthcoming. Cllr. Cook proposed that Cllrs. Clifford and Fairweather be delegated to discuss with interested residents a long term plan for the area, this was seconded by Cllr. Bunyan and agreed. The Clerk advised there was a list of trees considered suitable for the cemetery and the approval of the Tree Officer should also be sought as per the original permission to fell being granted.

41/17: Cranbrook & Sissinghurst War Memorials:

Cllr. Fairweather left the meeting whilst the following item was discussed.

Grounds Contract:

Pearson's Landscapes provide the current service, however it had been discovered that no formal contract exists. With this mind, five invitations to tender for the contract were sent out, three were returned and were opened at the meeting. The specification and the tenders were discussed. Cllr. Clifford proposed that A.F Garden Service Sissinghurst was awarded the contract, at a cost of £70 per month. It was agreed the Clerk would draw up a contract initially for one year to commence following ratification of the decision at the next meeting of the Full Council.

42/17: Vestry Hall:

Fire Risk Assessment quotes:

Quotes had been received from Interserve Fire Services and Branch Fire & Safety LLP, to carry out a Fire Risk Assessment on the Vestry Hall Complex including the Weald Information Centre and Vestry Hall Cottage. Both quotes were discussed at length, Cllr. Cook proposed that the quote of £450 from Branch be accepted, this was seconded by Cllr. Fairweather and agreed.

Cllr. Bunyan raised the need to obtain quotes for the exterior decoration of the Vestry Hall, it was last painted in 2004. The Clerk agreed to look out the schedule compiled in 2001 and seek quotes for consideration at the next meeting. The Clerk advised that the replacement side doors of the hall were scheduled for installation Monday 30th April, subject to suitable weather conditions.

43/17: Vestry Hall Cottage:

Cllr. Holmes inspection report was discussed at length. It was agreed that the guttering on the cottage was in need of some repair and maintenance. The Clerk would seek quotes to undertake this. An issue with waste water leakage at times was also raised by the tenant. The Clerk would clarify this concern with them and seek quotes to rectify if necessary.

44/17: Information Centre:

No issues were raised. The Clerk confirmed that the contract with PHS for the dust mats had been terminated, as previously agreed. She would be looking into the purchase of replacement mats for the entrance area.

45/17: Noticeboards and Shelters:

No issues were raised.

46/17: Benches & Cycle Racks:

No issues were raised.

47/17: Red Telephone Kiosks:

Cllr. Clifford advised Members that following on from a suggestion at the recent Annual Parish Meeting, he intended to run a short story in the next edition of Parish Cake inviting residents to submit ideas of utilising these assets.

48/17: Parish Cake:

Cllr. Holmes suggested that a small article on the Howitzer Gun may prove interesting to readers.

49/17: Items for Information:

In response to a query from Cllr. Bunyan, Cllr. Clifford advised that Angley Cottage had been removed from the Burials and Properties agenda as all decisions and expenditure would now be discussed at meetings held for the Tomlin Murton Playing Fields Trust.