

**MINUTES OF A MEETING OF THE BURIAL GROUNDS AND PROPERTIES
COMMITTEE HELD ON TUESDAY 16th APRIL 2019**

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

APOLOGIES: Cllrs. Cook 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.

39/18: Golford Cemetery & Chapel:

a) Fire extinguishers:

Quotes to supply and install fire extinguishers at the Chapel had been received. After a full discussion it was proposed by Cllr. Fairweather, seconded by Cllr. Bunyan and agreed to accept the quote of £168.00 from L & M Fire Protection Ltd to supply and install the appliances recommended for the location.

b) Chapel Roof:

Following the discovery of several missing tiles from the Chapel roof, a quote of £620 had been received from Hurstway Construction. It was proposed by Cllr. Clifford, seconded by Cllr. Bunyan and agreed to accept the quote with a request that the bell rope be examined at the same time.

40/18: St. Dunstan's Churchyard:

A letter had been received from Jeffrey Barker on behalf of St. Dunstan's PCC, asking the Council to consider funding a floodlight in the Churchyard, to highlight the East Window as part of the wider project to provide new lighting and power points in the church costing £140,000 in total. The floodlight and all associated costs was estimated at £2,500. The Committee discussed the request at length but with regret agreed that were insufficient funds in the budget this year to approve the expenditure. Cllr. Clifford proposed that if the Church intended to install the light regardless of our decision then the Committee would be happy to contribute £250 towards the cost, on completion of the installation. This was seconded by Cllr. Fairweather and agreed.

41/18: Sissinghurst Cemetery:

North Hedge Boundary:

It was agreed that the Clerk would formally approach Kent High Weald Project to see if they were able to offer any advice on the wildlife and conservation of the hedgerow.

A discussion was had on the possible replanting in the Cemetery following the recent tree work. It was decided to revisit suggestions during the site visit in July.

42/18: Cranbrook & Sissinghurst War Memorials:

Cllr. Clifford noted that both Memorials were looking good and following the appointment of the new grounds contractor last year, the Cranbrook War Memorial was looking particularly splendid.

43/18: Angley Cottage:

Cllr. Bunyan had undertaken the annual inspection at Angley Cottage. A few relatively minor repairs had been identified as necessary and she was awaiting quotes. It was delegated to Cllrs. Clifford and Bunyan to accept a quote prior to the next meeting, to prevent any further deterioration of the issues raised.

44/18: Vestry Hall:**a) Fire Alarm Annual Service:**

Following the installation on the L2 Fire Alarm System a quote of £192 had been received for annual servicing. It was proposed by Cllr. Clifford seconded by Cllr. Bunyan and agreed to accept the quote for implementation when the service is due at the end of the calendar year.

b) Fire Extinguisher Annual service:

To insure that the Council continue to maintain good value for money it was agreed to seek quotes for the inspection and service of the fire extinguishers in the Vestry Hall/Information Centre, currently undertaken on an annual basis by Interserve FS (UK) Ltd. It was proposed by Cllr. Bunyan, seconded by Cllr. Clifford to accept the quote of £132 from L & M Fire Protection Ltd but to request they consider including the new appliances at Galford Chapel within the quote.

c) Quote for window cleaning:

It was proposed by Cllr. Clifford, seconded by Cllr. Bunyan and agreed to accept the quote of £100 from Reflections to have the windows of the hall cleaned inside and out making use of the current scaffolding.

45/18: Vestry Hall Cottage:

Cllr. Clifford advised that Buss Murton had been appointed to give the Council advice on the current tenancy agreement.

Cllr. Holmes had provided the Chairman with a written report on the Cottage, he was disappointed that some of the work recommended in the Fire Risk Assessment last year still needed to be completed. The Clerk advised that the majority of the work identified was in the Vestry Hall and not the Cottage and she has sought several quotes but had to date been unsuccessful in finding a contractor. In his report, Cllr. Holmes had suggested a contractor from Hawkhurst, the Clerk agreed to follow this up.

During the installation of the fire alarm system, it had been discovered that several tiles were missing from the roof and upper tile hung section of some of the exterior walls of the Cottage. A quote of £825 had been received, it was proposed by Cllr. Clifford, seconded by Cllr. Fairweather and agreed to accept quote, however it was hoped it could be revised as the need for platforms may not be necessary if it could be carried out whilst the current scaffolding was in situ.

46/18: Information Centre:

No issues were raised.

47/18: Noticeboards and Shelters:

Cllr. Bunyan had been unable to oil the Sissinghurst Map surround due to other commitments. It was agreed to ask if the Parish Warden could undertake the task.

The Clerk advised that the closing date for KCC accepting Parish Council Bus Shelter grant applications for the financial year 2019/20 was 12th July 2019. Members agreed that no requests for a shelter had been received so there was no need to consider an application this year.

48/18: Benches & Cycle Racks:

No issues were raised.

49/18: Red Telephone Kiosks:

Cllr. Fairweather advised that investigations into the possibility of relocating one of the red kiosks was ongoing.

50/18: Bowls Club/ Sissinghurst Tennis Club:

Cllr. Clifford advised that as a committee the responsibilities of these two clubs would need to be delegated to a Member to oversee, at the next meeting

51/18: Crane Lane Toilets:

The Clerk advised that the toilets still remain the responsibility of the Borough Council at the present time. In the budget allocations for 2019/2020 funds for public toilets had been included in the Policy & Resources budget. At the request of the Chairman, the Clerk agreed to see if it would be possible when the toilets come into our ownership and become our responsibility, to transfer the funds to allow Members of this Committee to agree expenditure on public toilets.

52/18: Items for Information:

Cllr. Clifford advised that he had received a report from Parish Warden, Ivor Hatcher requesting the Council consider amending the current rules and regulations of the Cemeteries, as in his opinion not all undertakers were following traditional protocol. He felt this could raise health and safety concerns and displayed a lack of respect. Cllr. Clifford thought the request required more thought and would seek advice from Revd. Ann Pollington.