

**MINUTES OF A SITE MEETING OF THE BURIAL GROUNDS AND PROPERTIES
COMMITTEE HELD ON TUESDAY 14TH JULY 2015**

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

APOLOGIES: Cllr. Fairweather.

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.

01/15: Cllr. Clifford nominated Cllr. Bunyan to be Vice Chairman of this Committee. This was seconded by Cllr. Cook and agreed.

02/15: Allocated areas of responsibility were agreed as follows:-

Cllr. Clifford	Golford Cemetery & Cranbrook War Memorial
Cllr. Bunyan	Properties
Cllr. Fairweather	Sissinghurst Cemetery & War Memorial
Cllr. Cook	St. Dunstons Churchyard

03/15: Sissinghurst Cemetery:

The Cemetery was generally in good order. It was noted that some of the grounds contract specification was not being completed to a satisfactory standard, the hedges and paths were in need of attention. It was agreed that the Parish Warden would draft for approval, a check list specifically for the Cemeteries and the Churchyard that the Contractors could complete on a regular basis. Cllr. Clifford stated he would arrange a meeting with them to deal with any issues. Within the hedgerow of the western boundary of the Cemetery there was a dead tree, which the Parish Warden agreed to remove.

It was proposed by Cllr. Clifford to purchase 6 concrete slabs to site underneath the cremation tablets in the new section to keep the area neat and tidy allowing each plot to be of a consistent size, this was seconded by Cllr. Bunyan and agreed.

The Deputy Clerk agreed to investigate the ownership of the boundary fence between the new housing development and the southern boundary of the Cemetery. Cllr. Clifford was concerned if it was to be replaced by the developers as part of the curtilage on the new development that it should be erected in the correct place and confirmed who was responsible for maintaining it.

It was noted there was some deterioration in the surface of the paths within the cemetery and it was agreed to consider this when preparing the next budget and Five Year Plan.

04/15: Trinity War Memorial:

The Deputy Clerk informed Members that the Memorial is cleaned once a year just prior to Remembrance Day by Dave Howell, free of charge. It had been suggested in the past that a record of the names inscribed on the memorial be kept in the Church. Cllr. Clifford stated he would raise this at a meeting of the Friends Of Sissinghurst Church that he was intending to attend next week.

05/15: Sissinghurst Noticeboards:

A quote of £1898.00 + VAT had been received from Harry Stebbing Workshops to refurbish the Sissinghurst Millenium noticeboard. This would involve the removal of the board to their workshop in Norfolk which accounted for the excessive cost. It was agreed to ask Mike Nettle a local tradesman for a quote, Cllr. Bunyan agreed to meet him on site to discuss what is required.

06/15: St. Dunstan's Churchyard:

The Churchyard was in good order. It was noted that the Contractors had been over enthusiastic with weed killer which was not aesthetically pleasing. Cllr Cook was in discussion with Church Warden Sandra Marsh with regard to the positioning of a new tree, it was agreed that the best location would be in the North East corner which would also help with drainage in that area. There were a few minor issues such as the gullies that Cllr. Clifford would take up with the Contractors.

The Parish Warden pointed out some damage to a grave which he believed had been caused by a badger. It was agreed he would back fill it and monitor the situation. He also brought to the attention of Members an issue with dogs fouling and being allowed to run loose in the Churchyard. He asked Members to consider signage to prohibit this. The Deputy Clerk at the request of the Chairman agreed to investigate suitable signage.

A quote of £1200 had been received from Benjamin Hatcher - Tree and Garden Services, to complete an aerial inspection of the lime trees, removing any dead or diseased wood on the trees. Cllr. Clifford proposed the quote be accepted, this was seconded by Cllr. Cook and agreed.

07/15: Cranbrook Noticeboard:

The Deputy Clerk tabled a quote of £187 from Mike Nettles to renovate the external noticeboard on the Vestry Hall. Cllr. Clifford proposed acceptance of the quote, this was seconded by Cllr. Cook and agreed.

08/15: Golford Cemetery:

The Cemetery was generally in good order. It was evident that the paths needed further attention and weeds needed spraying, this would be brought to the attention of the Contractors. It was noted how much better the new cremation plots looked with the addition of the 2ft slab underneath, it was proposed by Cllr. Clifford to amend the regulations to include this as a requirement when issuing a memorial permit, this was seconded by Cllr. Cook and agreed.

The Deputy Clerk tabled a quote from Hurstways for the sum of £1,716.00 + VAT to prepare and redecorate all the previously painted metalwork and bare wood. It was agreed to ask them to reinstate a couple of roof tiles and shingles that had slipped whilst the scaffolding was in situ. In response to Cllr. Bunyan, Cllr. Clifford agreed to speak to Chris Ditton of Hurstways regarding some scaffolding around the Sissinghurst village sign to facilitate redecoration by a volunteer.

Cllr. Clifford felt that the tarmac area in front of the Chapel was in a poor condition in some places and asked the Deputy Clerk to seek advice on the most suitable type of repair and any necessary quotes.

09/15: Properties:

Cllr. Bunyan reported there were no issues to report from her last inspection of Angley Cottage. She accepted Cllr. Clifford's offer to complete the annual inspection at Vestry Hall Cottage.

10/15: Items for Information:

The Deputy Clerk advised Members the new base for the bus shelter in Common Road had been laid and it was hoped the bus shelter would be in situ before the end of the month.