Minutes of a Meeting of the

Cemetery Maintenance and Land Acquisition Group

 held at Thornton Cemetery

on Thursday, 20th October, 2016 at 10:00 am

PRESENT

The Mayor (Councillor W. D. Elliott BA QTS)

The Deputy Mayor (Councillor C. A. Sharp)

Councillors: E. R. Harries (Chairman) A. W. Eden

Mr. P. Johnson, Cemetery Supervisor, was also in attendance.

129. APOLOGIES:

Apologies for absence were received from Councillors J. W. Cole, A. H. Miles, Mrs. Y. G. Southwell and G. Woodham MBA (Open) LL.B (Hons).

130. SITE INSPECTION OF CEMETERY:

 The Chairman, Councillor E. R. Harries, said that there were some issues that need to be addressed before the site inspection and Members went into Cemetery House to discuss them.

 (a) Topsoil:

 Mr. P. Johnson, the Cemetery Supervisor, said that in order to carry out grave maintenance duties it was essential to have a further supply of topsoil which would cost £800 (including delivery).

 It was RECOMMENDED THAT the topsoil be

 purchased from K. Davies, Milford Haven,

 and funded from the Building Maintenance

 Budget.

 (b) Missing Pots from Grave:

 The Clerk said that she had received a number of complaints from a family who were upset because memorial pots had been stolen from their mother’s grave. Mr. Johnson said that he would show Members the location of the grave. A replacement pot had been in place for some time.

 Members then walked around the Cemetery.

 (c) Benches in L and M Sections:

 Mr. P. Johnson referred to the number of benches already sited in L Section. He considered that the installation of any more benches would interfere with the Cemetery staff’s duties as it would be difficult to excavate graves and cut the grass. A Member queried whether it would be possible to site more benches near the perimeter fence. Mr. Johnson replied that this would reduce the area allocated for interments.

 It was RECOMMENDED THAT there be no more

 benches installed in L and M Sections until further

 notice.

 (d) Pedestrian Footway between L and M Sections:

 Mr. P. Johnson explained the urgent need to construct a pathway between L and M Sections. He said that the pathway was needed not only because of the drainage problems caused by inclement weather but it would also enable him to have a better understanding of how many graves would be available in M Section.

 It was RECOMMENDED THAT:-

 (i) a new pedestrian footway be constructed

 between L and M Sections;

 (ii) the quotation from G. D. Harries and Sons

 Limited of Rowlands View, Templeton, Narberth,

 in the sum of £1,918.97 plus VAT be

 accepted;

 (iii) the pedestrian footway be funded from Reserves.

 (e) Chapel Roof and Door:

 Members examined both the exterior and interior of the Chapel and the Chapel door. They observed the memorial plaques fixed to one of the Chapel walls.

 (f) Drainage in M Section:

 Members discussed the report by Mr. Tony Lewis, Project Planner (Flooding and Land Drainage), Pembrokeshire County Council. Mr. P. Johnson assured Members that the Cemetery Staff would carry out remedial work to the drainage in M Section.

 (g) Toilets:

 It was RECOMMENDED THAT as well as obtaining

 quotations for the refurbishment of the toilet

 block, the Clerk is to obtain quotations for the

 renewal of the drains to the toilet block.

 (h) Mowers:

 Mr. Johnson explained that the Viking mowers were not suited to the intensive grass cutting undertaken by the Cemetery staff. The mowers had broken down on several occasions during the Summer months and the staff had received complaints about the length of the grass in the Cemetery.

 It was RECOMMENDED THAT:

 (i) two Honda mowers be purchased at a total cost

 of £1,816 plus VAT (unit price of £908 each) from

 MPH Hire, Milford Haven;

 (ii) one Viking mower be retained by the Cemetery

 staff as backup;

 (iii) MPH Hire be asked if they will take one Viking mower

 in part exchange;

 (iv) the mowers are to be funded from this Council’s

 Reserves.

131. DISCUSSION ON THE IMPLEMENTATION AND FUNDING OF A PROGRAMME OF

 WORKS AT THE CEMETERY:

 Members concluded the site inspection.

 The Chairman said that Members were now informed of the situation at the Cemetery. This would assist them in the discussion on the implementation and funding of a programme of works at the Cemetery.

 It was RECOMMENDED THAT discussion on the implementation and funding of a programme of

 works at the Cemetery be deferred to a meeting

 of the Cemetery Maintenance and Land Acquisition

 Group which would be held in the Town Hall shortly.

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