Minutes of a Meeting of the

Cemetery Maintenance and Land Acquisition Group

held at the Town Hall, Milford Haven

on Monday, 25th September, 2017 at 6:00 pm

PRESENT

The Mayor (Councillor C. A. Sharp)

The Deputy Mayor (Councillor R. D. Gray)

Councillors: M. P. Rickard (Chairman) T. Davies

W. D. Elliott BA QTS B. T. Jenkins Mrs. L. E. Turner

Councillor T. Davies declared a personal interest as he was waiting for the decision of the Standards Committee.

125. APOLOGIES:

Apologies for absence were received from Councillors A. H. Miles and Mrs. Y. G. Southwell.

126. MINUTES OF THE MEETING OF THE CEMETERY MAINTENANCE AND LAND

ACQUSITION GROUP HELD ON 24TH JULY, 2017:

RESOLVED THAT the Minutes of the Meeting

of the Cemetery Maintenance and Land

Acquisition Group be accepted as a true

record and passed for signature by the

Chairman.

127. MATTERS ARISING:

(a) Minute 74 – Site Inspection of Cemetery

The Chairman reminded Members that at the last meeting of the Cemetery Maintenance and Land Acquisition Group it had been agreed that the Clerk was to obtain costings for the purchase of two containers for use in the Compound – one to replace the existing shed and a new container to store machinery.

The Clerk has obtained costings on the containers.

It was RECOMMENDED THAT discussion on this

matter be deferred until the next meeting of

the Cemetery Maintenance and Land Acquisition

Group when Members will discuss the budget

lines for the Cemetery for 2018-2019.

(b) Minute 75 – To consider quotations for replacing the Chapel Roof

The Chairman informed Members that work on the replacement of the Chapel Roof would be starting shortly.

Councillor Davies said that he would be pleased to assist in the decoration of the Chapel when the roof was completed. The Chairman thanked Councillor Davies for this and asked Councillor Davies to inform the Clerk and Cemetery Supervisor before he started any work in order to conform with Insurance requirements.

It was RECOMMENDED THAT the information

be received.

(c) Minute 77 (a) – Town Council Insurance Policy

The Chairman, Councillor M. P. Rickard, explained that the Clerk had received a report from a local Surveyor earlier that day.

The Chairman apologised that Members would not have the opportunity to closely scrutinise this document, but said that he felt as there had been a long delay since this matter was first raised that this should be discussed this evening.

The Clerk circulated copies of the report to Members.

A comparison illustrating the costs between the reinstatement figures provided by both Surveyors are shown below.

|  |  |  |
| --- | --- | --- |
|  | Reinstatement figures quoted by Surveyor unfamiliar with the area  £ | Reinstatement figures quoted by Surveyor familiar with the area  £ |
| Cemetery House | 237,000 | 160,000 |
| Chapel | 443,000 | 155,000 |
| Toilet Block | 24,000 | 16,000 |
| Shed | 16,000 | 13,000 |
| Store | 36,000 | 30,000 |
| TOTAL | £756,000 | £374,000 |

The local Surveyor recommended that, in order to build a contingency, the insurances be increased to £400,000.

It was RECOMMENDED THAT:

(i) the Clerk writes a strongly worded email to

the Council’s insurers explaining that the Council

is responsible for public money and highlighting

the difference in reinstatement figures between

Surveyors with and without local knowledge;

(ii) the Clerk is to be authorised to obtain costings

for the additional insurance premium prior to

Full Council in order that this matter can be

dealt with at Full Council.

128. CHAIRMAN’S REPORT:

The Chairman, Councillor M. P. Rickard, stated that he had spoken to the Cemetery Supervisor, Mr. P. Johnson, earlier that day. Councillor Rickard said that he would be visiting the Cemetery on a regular basis in his role as Chairman of the Group.

The Chairman said that the Cemetery Staff are very pleased at the interest that the new Members of this Group are showing towards the Cemetery.

The Chairman announced that Councillor B. T. Jenkins had worked on a voluntary basis on two occasions at the Cemetery and had supplied him with a report.

The Chairman asked Councillor Jenkins for a summary of his report. Councillor Jenkins said that his work included weeding and the removal of a tree from a grave.

The Chairman advised that he and the Cemetery Supervisor agreed that there are a number of items to which they would like Councillor Jenkins to pay particular attention which will enhance the appearance of the Cemetery.

The Chairman mentioned that the Cemetery Supervisor would like the current waste bins replaced with wheelie bins.

A Member said that she had spoken to the Cemetery Supervisor and would be pleased to donate a number of paving slabs which could be used as footings for the wheelie bins. The Member had researched the cost of wheelie bins and would provide the Clerk with the information.

It was RECOMMENDED THAT:

(i) the provision of wheelie bins be placed on

the Agenda for the next Cemetery meeting;

(ii) A Member said that she would try and obtain

sponsorship for the purchase of the bins.

129. STILLBORN SECTION:

Members discussed the Stillborn Section and agreed that this should be an area where people who had lost their children could sit and reflect.

It was RECOMMENDED THAT:

(i) the Stillborn Section be renamed “The Angel

Garden”;

(ii) a small hedge be planted around the perimeter;

(iii) in order to make it as maintenance free as

possible, the area inside the perimeter is to be

covered with chippings;

(iv) costings are to be obtained for this work.

130. TO CONSIDER QUOTATIONS FOR CCTV SYSTEM:

Members discussed the two quotations received for a CCTV system at the Cemetery.

Mention was made that the Cemetery was a place of rest and people go there to reflect and be in private, and a CCTV system might be intrusive.

Members agreed that there did not appear to be an anti-social problem at the Cemetery at the moment.

A Member said that a bereaved person visits the Cemetery during the night hours which could deter people from using the Cemetery

inappropriately.

The Chairman asked the Member to notify the Clerk of any incidents.

It was RECOMMENDED THAT:

(i) Members did not feel it necessary to

invest in a CCTV system at this time;

(ii) the person who wrote the petition be advised

that the Cemetery Maintenance and Land

Acquisition Group had looked at the feasibility

of acquiring a CCTV system at the Cemetery

but had decided that it was not necessary at

this time, but would continue to monitor the

situation and review after six months.

131. MEMORY TREE:

A Member said he was approached by a bereaved family who offered to supply a tree at no cost to the Town Council. This tree could be used by people to hang plastic hearts on its branches in memory of loved ones at Christmas.

The tree would be of a small to medium size and located near the Cemetery Chapel.

It was RECOMMENDED THAT:

(i) the bereaved family be thanked for their

offer of the purchase of a small to medium

size tree for use as a Memory Tree;

(ii) costings be obtained for the purchase of

hearts;

(iii) the hearts be sold at the Town Hall and

Snapdragon in Charles Street;

(iv) any profit from the sale of the hearts be

donated to the Mayor’s Charity Account;

(v) if any item other than the official hearts

are placed on the tree, they will be removed;

(vi) Councillor T. Davies be authorised to liaise

with the family and monitor the usage of

the tree;

(vii) information regarding the Memory Tree be

published by the Council Secretary on social media.

132. CLERK’S REPORT:

Members gave consideration to the Clerk’s Report.

The Clerk thanked Councillor Davies for his assisting the Cemetery Supervisor in repairing the cistern in the gentlemen’s toilets.

It was RECOMMENDED THAT the report be received.

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