



PEASEDOWN ST JOHN PARISH COUNCIL

The Beacon Hall, French Close, Peasedown St John, Bath BA2 8SN
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18th July 2018

To Councillors:

Jo Davis; Stephen Goodwin; Edward Jones; Simon Kidd; Andrew Larcombe; Jonathan Rich; Kathy Thomas

You are hereby summoned to attend a meeting of the Burial Sub-Committee of Peasedown St John Parish Council at the Beacon Hall on **Tuesday 24th July 2018 at 7.00pm** for the purpose of transacting the business detailed below.

Tanya West
Parish Clerk

AGENDA

Meeting of the Burial Sub-Committee

7.00pm

Public Session - 10 minutes at which **members of the public can attend to express their view on matters relevant to this agenda or the parish in general.** Please be aware that if matters are raised not related to this agenda they cannot be further discussed by the Council at this meeting but may be considered at a later meeting. Once the meeting has been opened, then only members of the Council may speak, unless officially adjourned for specific reason. Members of the public are welcome to stay and observe the rest of the meeting (apart from those items which state they will be discussed in closed session).

****PLEASE ENSURE THAT MOBILE TELEPHONES ARE SET TO 'SILENT' MODE IN THE COUNCIL CHAMBER****

Please be aware that Parish Council meetings may be recorded, subject to the Openness of Local Government Bodies Regulations 2014. We kindly ask that anybody intending to record the meeting please inform the Chair or Clerk beforehand in order that any necessary arrangements can be made.

BSC001 – 24/07/2018 Election of Chair

To receive nominations for and to elect a Chair of the Burial Sub-Committee.

BSC002 – 24/07/2018 Apologies for Absence

To receive and approve, if necessary, any apologies for absence.

BSC003 – 24/07/2018 Declarations of Interest

To receive any declarations of Members' Interests in any item on the agenda, which have not already been disclosed to the Monitoring Officer.

Members are reminded of their obligation to declare any interests they may have in any issues arising at the meeting which might conflict with the business of the council and how these interests impact on their involvement with discussions and voting.

BSC004 – 24/07/2018 Minutes

- i. To consider and approve the minutes of the Burial Sub-Committee meeting held on 25th July 2017 (appendix A).
- ii. To review updated copy of the actions register (appendix B).

BSC005 – 24/07/2018 Items for Urgent Report

Items which, in the opinion of the Chair, should be reported on as a matter of urgency.

BSC006 – 24/07/2018 Update & Decision – Interments and Memorials

- i. To receive, for information, a list of interments and memorials undertaken at Ashgrove Cemetery since the meeting on 25th July 2017.
- ii. To consider requests for new memorials (appendix C).
- iii. To receive update on the different burial areas within the cemetery and consider options for the next areas of allocation including temporary plot markers (appendix D).

BSC007 – 24/07/2018 Update & Decision – Garden of Remembrance

To receive update on the Garden of Remembrance and to consider proposals for the following:

- i. Additional shrubs and planting in the memorial garden in the Garden of Remembrance (appendix E).
- ii. Changes to the planting process for the scattering area (appendix F).
- iii. Update on the next phase of cremated remains interments (appendix G).

BSC008 – 24/07/2018 Update & Decision – Cemetery Maintenance & Improvements

To consider suggestions and estimates for future works/improvements to the cemetery site, to include:

- i. Installation of a stand-pipe located within the Garden of Remembrance to assist with watering (appendix H).
- ii. Report on feedback received regarding the quality of mowing and maintenance at the cemetery (appendix I).
- iii. Upgrade of the tarmac pathways around the cemetery (appendix J).
- iv. Report on the 'sink hole' at the cemetery (appendix K).
- v. Drainage issues and potential of collapsing pipe (appendix L).

BSC009 – 24/07/2018 Update & Decision – Fees and Policies

- i. In line with the Financial Regulation 9.3 to review the fees/charges for Ashgrove Cemetery (appendix M).
- ii. To consider suggestions regarding the removal of commemorative flowers/items on graves (appendix N).
- iii. To consider suggestion regarding combined donations and plaques for the remaining Memorial benches for the Garden of Remembrance, also agree pricing for memorial roses (appendix O).
- iv. To review the Policy for Memorial Tree, Shrub and Bench Donation Policy (appendix P).
- v. To review the Policy for Interments and Memorials at Ashgrove Cemetery (appendix Q).

BSC010 – 24/07/2018 Date and Time of Next Meeting & Future Agenda Items

The date of the next Burial Sub-Committee meeting is to be determined.