



**PEASEDOWN ST JOHN PARISH COUNCIL**

Beacon Hall, French Close, Peasedown St John, Bath BA2 8SN  
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**Minutes of the Burial Sub-Committee Meeting held on Tuesday 3<sup>rd</sup> May 2016 at 6.30pm at the Beacon Hall, French Close, Peasedown St John**

**Present:**

**Councillors:** Jo Davis, Stephen Goodwin, Andy Larcombe, Dave Walker  
Cllr. Kathy Thomas was also present at the meeting, in her capacity as Chair of Full Council providing her with full voting rights.

**In attendance:**

Tanya West – Parish Clerk

**Public Session:** There were no members of the public present.

Minute Ref.	Agenda Item	Action
<b>BSC031 – 03/05/2016</b>	<b>Election of Chair</b> Cllr. Andy Larcombe was elected to Chair the meeting.	
<b>BSC032 – 03/05/2016</b>	<b>Apologies for Absence</b> Apologies were received from Cllr. Andrew Fraser and Cllr. Lesley Mansell who were both absent due to work commitments. These apologies were duly noted.	
<b>BSC033 – 03/05/2016</b>	<b>Declarations of Interest</b> No additional interests, to those already disclosed to the Monitoring Officer, were declared.	
<b>BSC034 – 03/05/2016</b>	<b>Minutes</b> i. The minutes of the Burial Sub-Committee meeting held on 23 <sup>rd</sup> September 2014 were not yet available so their approval would be deferred until the next meeting. ii. The minutes of the Burial Sub-Committee meeting held on 16 <sup>th</sup> February 2016 had been circulated in advance of the meeting; it was proposed they be accepted as a true and correct record of the meeting and were duly signed by the Chair. Proposed by: Cllr. Stephen Goodwin Seconded by: Cllr. Dave Walker <b>Agreed</b> unanimously. iii. The actions register had been not been circulated but a verbal update was provided at the meeting with the following points raised: a. The stone mason who installed the memorial in Section F without the plot location reference is no longer trading; however, a double plot was purchased so it can be added at a later date. b. The push tipping hand cart had been purchased and was in use. c. The paperwork relating to the unauthorised scattering has now been received and a notice stating that scatterings must have prior approval is now displayed on the cemetery notice board. d. The relevant organisations/businesses have been informed regarding the applications for new memorials/inscriptions.	Clerk

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6.36pm – Cllr. Jo Davis arrived at the meeting during the discussion of the above agenda item iii.

<b>BSC035 – 03/05/2016</b>	<b>Items for Urgent Report</b> There were no items for urgent report.	
<b>BSC036 – 03/05/2016</b>	<b>Update &amp; Decision – Interments and Memorials</b> <ul style="list-style-type: none"><li>i. Since the last meeting on 16<sup>th</sup> February 2016 the following interments and memorials had taken place at Ashgrove Cemetery; Parfitt x 2 (cremated remains interment and new memorial); Snee (new memorial).</li><li>ii. Since the last meeting on 16<sup>th</sup> February 2016 the following applications for new memorials/inscriptions were received and determined as detailed below:<ul style="list-style-type: none"><li>a. Mackay (E/G/090) - Inscription – the proposed additional inscription to an existing memorial was unanimously agreed.</li><li>b. McCardle (A/G/129) – Memorial and Inscription – The proposed black granite memorial and inscription was unanimously agreed.</li><li>c. Moon (E/I/122) - Inscription – the proposed additional inscription to an existing memorial was unanimously agreed.</li><li>d. Thomas (A/F/130) – Memorial and Inscription - The proposed Balmoral red granite memorial and inscription was unanimously agreed.</li></ul></li><li>iii. A request for reservation of burial plots at Ashgrove Cemetery had been received. This was read out at the meeting along with comments submitted by the Parish Caretaker regarding potential access issues for digging graves if the next available plots are not always used. The matter was discussed including consideration of the space remaining in the cemetery and it was agreed to respond stating the at present the Parish Council do not permit the reservation of new plots; only granting Exclusive Rights for others at the time of the first interment. Clerk to respond accordingly.</li></ul>	Clerk Clerk Clerk Clerk Clerk

6.50pm – Cllr. Kathy Thomas arrived at the meeting during the discussion of the above agenda item ii.d.

<b>BSC037 – 03/05/2016</b>	<b>Date and Time of Next Meeting &amp; Future Agenda Items</b> The date of the next meeting of the Burial Sub-Committee is to be determined.	
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Meeting closed at 7.02pm

Signed.....

Date.....