



**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 20<sup>th</sup> October 2015 at 6.30pm at the Beacon Hall, French Close, Peasedown St John**

**Present:**

**Councillors:** Jo Davis, Stephen Goodwin, Andy Larcombe, Lesley Mansell, 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.

Cllr. Karen Walker was also present at the meeting and although not formally appointed to this Committee was able to join in discussions but was unable to vote.

**In attendance:**

Tanya West – Parish Clerk

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

Minute Ref.	Agenda Item	Action
<b>BSC016 – 20/10/2015</b>	<b>Election of Chair</b> Cllr. Andy Larcombe was elected to Chair the meeting.	
<b>BSC017 – 20/10/2015</b>	<b>Apologies for Absence</b> Apologies were received from Cllr. Andrew Fraser who was absent due to feeling unwell. This apology was duly noted.	
<b>BSC018 – 20/10/2015</b>	<b>Declarations of Interest</b> No additional interests, to those already disclosed to the Monitoring Officer, were declared. For the sake of openness, Cllr. Kathy Thomas declared that she was in ownership of an Exclusive Right of Burial/Memorial for a plot at the Ashgrove Cemetery.	
<b>BSC019 – 20/10/2015</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 3 <sup>rd</sup> March 2015 had been circulated in advance of the meeting, but due to amount of time elapsed since being issued they were read out at the meeting as a reminder. It was proposed that these be accepted and signed by the Chair as a true and correct record of the meeting. Proposed by: Cllr. Kathy Thomas Seconded by: Cllr. Andy Larcombe <b>Agreed</b> by the majority of those present. iii. The minutes of the Burial Sub-Committee meeting held on 30 <sup>th</sup> June 2015 had been circulated in advance of the meeting, but due to amount of time elapsed since being issued they were read out at the meeting as a reminder. It was proposed that these be accepted and signed by the Chair as a true and correct record of the meeting. Proposed by: Cllr. Stephen Goodwin	Clerk

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	<p>Seconded by: Cllr. Kathy Thomas <b>Agreed</b> by the majority of those present.</p> <p>iv. The minutes of the Burial Sub-Committee meeting held on 28<sup>th</sup> July 2015 had been circulated in advance of the meeting, but due to amount of time elapsed since being issued they were read out at the meeting as a reminder. It was proposed that these be accepted and signed by the Chair as a true and correct record of the meeting. Proposed by: Cllr. Andy Larcombe Seconded by: Cllr. Jo Davis <b>Agreed</b> by the majority of those present.</p> <p>v. The actions register was not yet available; an up-to-date copy would be issued with the minutes of this meeting.</p>	Clerk
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6.52pm – Cllr. Lesley Mansell arrived at the meeting.

<b>BSC020 – 20/10/2015</b>	<b>Items for Urgent Report</b> The Caretaker had reported that some sections of the old tarmac pathways need attention as some of them are beginning to break up and are being affected by tree roots potentially causing trip hazards. To be investigated as a future project.	Clerk
<b>BSC021 – 20/10/2015</b>	<b>Update &amp; Decision – Interments and Memorials</b> i. Since the last meeting on 28 <sup>th</sup> July 2015 no interments had taken place at Ashgrove Cemetery, however, one memorial (Brimson) and a memorial bench seat (Young) had been installed. ii. Since the last meeting on 28 <sup>th</sup> July 2015 an application for an interment of cremated remains (Cooper) and associated memorial within the Garden of Remembrance had been received. It was proposed this application be accepted on the proviso the memorial fits on the new plinths and that no dimension exceeds 24". Once installed it will be used as a guide for future memorials. The pricing for the plot is to be determined at the next meeting. Proposed by: Cllr. Andy Larcombe Seconded by: Cllr. Jo Davis <b>Agreed</b> by all of those present. iii. Since the last meeting on 28 <sup>th</sup> July 2015 one application for a new memorial (Webster) had been received; it was agreed to defer the decision on this memorial as additional information was required due to it being a second memorial for an existing plot. An application had been received for an addition to an existing memorial (Chambers); a slab upon which to place three stone vases which have been located in front of the headstone since 2000. It was resolved the current arrangement may remain, due to the length of time it has been in situ, but further base stones for this plot would not be permitted due to the existing memorial already being outside of permitted measurements. Proposed by: Cllr. Andy Larcombe Seconded by: Cllr. Dave Walker <b>Agreed</b> by all of those present.	Clerk  Clerk  Clerk
<b>BSC022 – 20/10/2015</b>	<b>Update &amp; Decision – Memorial Management and Checks</b> To receive update following training recently attended by Caretaker and Clerk and consider proposed schedule for undertaking memorial checks at Ashgrove Cemetery. As the pre-reading for this agenda item had not been issued it was agreed it be deferred until the next meeting.	Clerk
<b>BSC023 – 20/10/2015</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.	

Meeting closed at 7.21pm

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Signed.....

Date.....