

MINUTES OF A MEETING OF THE CEMETERY COMMITTEE HELD AT LYNDHURST
COMMUNITY CENTRE ON 31 OCTOBER 2012 AT 7.00 PM

Present: Mr P Boyes (Chairman), Mrs A Butcher, Mr J Charlesworth, Mrs A Trend and the Revd Dr C Wilkins.

In Attendance: Mrs M Weston (Clerk to the Council).

1. Election of Chairman

RESOLVED: That Mr Boyes be elected Chairman for the ensuing year.

2. Election of Vice Chairman

RESOLVED: That Mrs Trend be elected Vice Chairman for the ensuing year.

3. Apology for Absence

An apology for absence was received from Mr M Rollé.

4. Declarations of Interest

None.

5. Minutes of Previous Committee Meeting

The minutes of the Committee meeting held on 25 October 2011 were signed by the Chairman as a true and accurate record.

6. Matters Arising

(a) *Adders in the Cemetery*

Mr Boyes reported that care was taken a watchful eye kept for adders in the Cemetery

(b) *Pictures for the Chapel*

The Clerk asked if photographs when framed photographs would be provided for the Chapel.

RESOLVED: To pursue the provision of four photographs depicting the four seasons in the New Forest.

(c) *Brochure*

The Clerk reported that she had produced a small colour brochure which had been distributed to local undertakers.

RESOLVED: That a copy of the brochure be forwarded to all Cemetery Committee members.

(d) *Chapel*

It was suggested that, in order to promote use of the Chapel, volunteers be sought to open the Chapel to the public on a regular, but occasional, basis.

7. Outline of Progress Made to Date

Mr Boyes outlined progress made to date reporting that all memorials had been repaired and were in a safe condition, ie pinned and cemented. All graves (sinkers) had been filled and either grassed or chips placed on them as appropriate. The Chapel was regularly cleaned. The incinerator had been repaired

with new blocks cemented into position. Levelling of grave “humps” continued to enable easier grass cutting. Walls and fencing had been repaired as required and areas cleared and grassed as necessary. Spraying of graves had taken place to eradicate weeds. The water tanks had been cleaned and Chapel gutters cleared out.

Mrs Trend said she had received new information regarding the opening ceremony for the war memorial.

8. Outline of Future Maintenance Plans

A tender had been accepted for painting the Chapel floor, window ledges and arches. The Chapel entrance would be repointed. A name board was being made for the Chapel. All seats would be painted. Work would continue to fill sinkers and replace chippings as necessary. More ornamental trees would be planted. Outside or overhanging trees would be cropped. Maintenance of the war memorial would be ongoing.

9. Consideration of Tenders for Maintenance Programme

Mr Boyes explained that it was considered necessary to regularise the maintenance programme and, to this end, tenders had been sought for a regular weekly maintenance programme at the Cemetery to cover the Cemetery grounds, treework, Chapel, War Memorial, etc. Tenders had been received and lengthy discussion took place regarding the merits of each.

RESOLVED: To accept the tender from Weed It and Reap, but to invite Smart Yard to tender for other work for the Parish Council.

10. Completion of Cemetery Marking and Mapping

Mr Boyes reported on the tremendous amount of work undertaken voluntarily by Michael Grant. He had installed metal marker posts in the Cemetery, showing numbered sections, provided an up to date data base and completed new Cemetery maps showing plot numbers and names. The information would eventually appear on the Parish Council website. This had been an exacting and time consuming task needing meticulous detail to ensure all records were correct.

RESOLVED: That a further vote of thanks be expressed to Mr Grant.

11. Completion of Monument Repairs

Mr Boyes reported that, once monument repairs had been completed, action would be taken regarding joint testing for safety and stability. Lockerley Stone would be asked to check every monument and this would take place on a regular basis.

12. Village Champion Nominee

Discussion took place regarding a possible nominee for the Parish Council Village Champion. The ideas of a special appreciation award and an Awards Evening were also mooted.

13. Precept Request

Mr Boyes reported that he considered that it was not necessary to increase the prices for Cemetery services and, as the work in the Cemetery would shortly be covered by the new maintenance contract, it would be possible to decrease the budget request for the financial year April 2013 to March 2014 by £875. This represented an 11% decrease.

Mr Charlesworth asked if funds should be factored in to rectify the condition of Cemetery Road. However, Mr Boyes pointed out that the portion of the road that was the Parish Council’s responsibility

was in excellent condition. The Clerk said she would contact the Forestry Commission Land Agent to ask that remedial action be taken to rectify the potholes.

RESOLVED: That the following precept request be made for the financial year 1 April 2013 to 31 March 2014:-

Description	Proposed budget 2013/14
Cemetery maintenance/war memorial/grasscutting	9250
Fire Precautions Certificate	100
Business Rates	700
Sundry Items	500
Chapel Maintenance (Internal)	1000
Chapel Maintenance (External)	1350
Gas Cylinders	100
Tree/Rhododendron work	500
Road/car park maintenance	450
Incinerator	50
Total	14000
Estimated income	8000
Budget requirement	£6,000

14. Any Other Business

In the absence of any other business the Chairman thanked those present for attending and closed the meeting.

_____ Chairman

_____ Date