

## LYNDHURST PARISH COUNCIL

Minutes of a meeting of the Cemetery Committee held on Wednesday, 29 October 2014 at 3.00 pm at Lyndhurst Community Centre.

**Present:** Mr A Wiltshire, Mrs A Butcher, Mr J Charlesworth, Mr L Cornell and Mrs A Trend.

**In Attendance:** Mrs M Weston (Clerk to the Council)  
Mr K Bennett, Groundsman (part of meeting)

### **1. Apologies for Absence**

Apologies for absence had been received from Mr M Rollé and Mrs H Klaassen.

### **Declarations of Interest**

None.

### **2. Minutes of Last Meeting**

The minutes of the Cemetery Committee meeting held on 11 June 2014, having been circulated, were signed by the Chairman as a true and accurate record.

### **3. Matters Arising**

#### *(a) Pictures for the Chapel*

It was agreed that suitable photographs be sought and frames purchased.

#### *(b) Shrub Growing from Chapel Roof*

Mr Wiltshire said he had tried on numerous occasions to make further contact with Sam Whitehorn, roofing contractor, who was known to be very busy. He and the Clerk would continue to pursue this but it was understood that the best way to deal with the problem would be to spray the shrub and wait until the Spring to see if it died before removing it. It was noted that the downpipe had not been rectified yet.

### **4. Maintenance Programme**

It was noted that Kevin Bennett of Weed It and Reap continued to do an excellent job and had taken on an employee to assist with the work. Maintenance costs had been higher than allowed for in the budget but it was agreed that all the work was necessary in order to keep the Cemetery in good order. It was noted that the paths needed some maintenance and the Clerk said that this had already been mentioned and would receive action. Mr Wiltshire stated that asphalt surfacing could be reinstated if/when the electrical work had been completed. Some repair work had been done the previous day and it was envisaged that tarmac repairs would be necessary which the groundsman could complete to a satisfactory standard. It was noted that the noticeboard needed to be updated and a new map provided.

Mr Wiltshire said it would be necessary to find someone who would be willing to clean the chapel on an occasional basis and Mr Charlesworth said he would make some enquiries as he knew someone who might be willing to do this work.

**RESOLVED:** That as the present system seemed to be working well the Committee would continue with the contract with Weed It and Reap. A letter would be sent to the groundsman to thank him for the high standard of work which was largely completed on his own initiative. The Clerk would look into procuring a new map once it had been updated.

## **5. Cemetery Chapel**

It was noted that the Chapel could not be heated at the present time but this would be dealt with under Agenda Item 7. Mr Wiltshire mentioned the possibility of having etched glass in the windows in the future and the Clerk drew attention to the need for some temporary seating and the possibility of reinstating bench seats in the porch. Discussion took place regarding giving some publicity to the use of the Chapel and Kevin Bennett suggested advertising in wedding magazines. It was noted that the candle holders were rusting.

**RESOLVED:** That during the Spring and Summer Open Days would be held when the public could view the Chapel internally. Mrs Butcher said she would be happy to assist with this project. The Clerk would look into the possibility of providing a brochure which could be sent out to funeral directors, etc and positive marketing would be explored. Mr Wiltshire would look at the candle holders and report to the Clerk what action would be necessary. The possibility of reinstating the existing gas supply pipework would be explored as Kevin Bennett had suggested that smaller, and therefore more portable, gas cylinders could be stored safely in the Chapel and brought out for use when necessary.

## **6. Update on Electricity/Water Supply**

Mr Wiltshire updated the Committee on progress to date whilst also explaining that gaining suitable estimates for the work involved had proved very difficult. He was thanked by the Committee for the tremendous amount of work he had already done on this project which had been very time consuming.

Natural England favoured directional drilling of any necessary work but this might not be appropriate given the soil conditions. A test hole would be dug near the cricket pavilion and as this was on the car park it would not be necessary to obtain permission. It was noted that September would be the best time of year to undertake the project and for this to take place permission would have to be obtained from the Forestry Commission, Verderers, Natural England and NFNPA. With regard to funding, Mr Charlesworth said he would make some enquiries and report back to the Committee.

## **7. Tree Work**

Two trees had been removed, written permission having been first obtained from NFNPA, at a total cost of £750. The areas around where the trees had grown had been cleared and it was agreed that the areas concerned were much improved although loss of trees was always to be regretted.

## **8. War Memorial**

Mr Wiltshire gave a report on his request to the Forestry Commission regarding the possible removal by the Parish Council of a narrow strip of grass inside the railings at the war memorial which could be replaced by chippings agreeable to the Forestry Commission for ease of maintenance. The Forestry Commission had found the plan acceptable but it had been deferred for one year following submission of the plan to the Verderers Court and would be further considered at a later date.

## **9. Fees**

The Clerk gave a report regarding fees in similar cemeteries and stated that there was room for a small increase.

**RESOLVED:** That fees be increased from 1 December by an average of 5%, rounded up to convenient figure for accounting purposes.

## **10. Electronic Records and Map**

The Clerk explained that it had proved necessary to cancel a meeting that she had arranged to discuss this matter and she would report back to the Committee when she had more information.

## 11. Cemetery Financial Position

Income and expenditure accounts to date had been submitted to the Committee. It was recognised that the accounts were in a good position financially although possible income could fluctuate considerably. It was likely that maintenance costs would be considerable if the Cemetery was to be kept at its present level, which all agreed was advisable. Provision of an electricity and possibly a water supply, was likely to be very expensive but well worth pursuing. Maintenance work and materials would be necessary to the exterior car park, internal paths, seats and at least two graves.

## 12. Precept Request

**RESOLVED:** That request for an increase of £500 is made to the Finance and General Purposes Committee, making a total Precept request of £6,500 for the financial year 2015/16. This would be made up as follows:

Description	Income 2014/15	Budget 2014/15	Budget 2015/16
Amount b/f	18746.14		
Precept	6000.00		
Income to 21.10.14	10985.00		
Maintenance		9250.00	15000.00
Fire Precautions Cert.		100.00	100.00
Business Rates		700.00	700.00
Sundry Items		500.00	500.00
Chapel Maint. (Internal)		1000.00	500.00
Chapel Maint. (External)		1350.00	500.00
Gas cylinders		100.00	
Tree/Shrub work		500.00	500.00
Road/Car Park Maint.		450.00	300.00
Incinerator		50.00	50.00
<b>Total</b>	<b>35731.14</b>	<b>14000.00</b>	<b>18150.00</b>
Less Projected Income			11650.00
Precept Request			6500.00

## 13. Tree Work

It was reported that no further tree work appeared necessary at the present time although this was likely to depend on weather conditions during the coming year. Allowance had been made in the Precept in case work did prove necessary. Rhododendrons would continue to be monitored to prevent them spreading.

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

Chairman \_\_\_\_\_

Date \_\_\_\_\_