



Mrs J Storer, Clerk to the Parish Council

Tel: 07734 939292

Email:

clerk@melboureparishcouncil.gov.uk

Date issued: 8th September 2021

NOTICE OF MEETING

To: The Chairman and Members of Melbourne Parish Council

You are summoned to attend the Burial Committee meeting which will be held on **Monday 13th September 2021 at 6:30pm** at the Lounge, Melbourne Assembly Rooms, High Street, Melbourne

Members are asked to complete the Declarations Sheet for items other than Disclosable Pecuniary Interests (DPI). These will be available at the meeting.

Yours sincerely

Jacqui Storer
Clerk to the Parish Council

AGENDA – BURIAL COMMITTEE

1. To receive apologies for absence.
2. Declaration of Members Interests.
3. To approve the Minutes of the Committee meeting held on 12th July 2021
4. Update on the Chapels Restoration
5. Update on the Cemetery extension
6. Projects for funding 2022/23 precept (Financial Regulations 3)
7. To receive reports from Cllrs
8. Items for the next Committee meeting

4. Update on the Chapels Renovation

The specification for the renovation works has been considered by the Chair of the Committee and the Clerk. Clarifications have been obtained and PRA have been instructed to go out to tender for the works. Earmarked reserves of £46,487 are available for the project.

The storage of the Sexton's equipment whilst the work is undertaken was assessed by Cllr Summerlin and the Clerk on 2nd September; the matter will be discussed in further detail at the meeting.

5. Update on the Cemetery extension

No further information has been received about the possible extension of the cemetery.

The Clerk has sought Cllr Muller's advice about the use of pfp 14 if the path can be used for passage of funerals; a decision is awaited.

A cemetery capacity study is necessary to support the gifting of the land and this is still to be carried out by the Clerk and Sexton.

Min 694 Actions

Cllr Carroll is reporting the rotting stile on pfp 14 to the Footpaths Group.

The native tree planting specification remains an ongoing project.

The Clerk still has to arrange for the soil heap at the Cemetery to be removed.

The signage at the old Burial Ground to advise of unsafe memorials has been agreed and the signs erected.

The work to remove the trees, reduce the Lime tree and cut back the laurel will take place on 4th October.

6. Projects for funding 2022/23 precept

In accordance with the financial regulations, a draft budget is to be presented to full council at the December meeting. In preparation for that report, the Committees will consider their individual requirements at the October meetings. Cllrs are invited to discuss what projects/items they wish to see included for the October Committee meeting.