

MELBOURN PARISH COUNCIL MINUTES

Minutes of the Cemetery Committee held on Monday, 10th August, 2015 in the upstairs meeting room of the Melbourn Community Hub commencing at 7.15 pm.

Present: Cllrs. M.Sherwen (Chair), M. Townsend (Vice-Chair), C. Stead, V.Barrett, I.Bloomfield, K.Crosby, R.Tulloch, U.Cleminson

In attendance: The Clerk

CEM14/15 Apologies for Absence:

Cllrs J.Hales and R.Gatward for personal reasons.

CEM15/15 Declarations of Interest:

None

CEM16/15 Minutes of the meeting held on Monday, 8th June, 2015:

It was proposed by Cllr. Crosby, seconded by Cllr. Tulloch and agreed that the minutes of the meeting held on 8th June, 2015 be signed as a true record.

CEM17/15 To report on the last meeting 08/06/15

CEM9/15: The tiles on the lych gate need to be repaired before the roof is damaged. A contractor has been contacted and he will prepare an estimate.

CEM7/15IT WAS PROPOSED BY CLLR TULLOCH AND SECONDED BY CLLR BARRETT THAT THE CEMETERY FEES BE RAISED AS SHOWN IN APPENDIX 2. This was CARRIED. The Funeral Directors have been contacted.

CEM9/15: The Clerk to check if any more gravel is needed to complete the graves. No more gravel is needed.

CEM18/15 Income and Expenditure:

The committee received the report. (See Appendix 1). **IT WAS PROPOSED BY CLLR TOWNSEND AND SECONDED BY CLLR CROSBY THAT THE INCOME AND EXPENDITURE REPORT BE RECEIVED. This was CARRIED.**

CEM19/15 Cemetery reports for June and July , 2015

Cllr Sherwen presented the report (See Appendix 2).

Cllr Sherwen to obtain a quote for the proposed wooden fencing around the soil store in Orchard Road Cemetery. To see Justin about more regular cutting of the Mound. The rabbit problem is being assessed. The Clerk to ask the Ranger to fill up the socket bases on the benches on the Mound.

CEM20/15 Any matters concerning New Road Cemetery

Most issues were covered in the Cemetery Report. Cllr Sherwen said that Butch Tyler will be beginning the landscaping soon and someone will be in charge of tree planting.

CEM21/15 Any matters concerning Orchard Road Cemetery

Done

CEM22/15 Any matters concerning All Saints' Churchyard

The Clerk has spoken with the Secretary of the PCC and confirmed that the council is responsible for clearing the paths and weeds and this will be done this week.

CEM23/15 Correspondence:

None

CEM24/15 To accept notices and matters for the next agenda

None

The Chairman closed the meeting at 7.50p.m.

APPENDIX 1**Received Income Transactions**

04/08/15

between 01/04/15 and

Start of year 01/04/15

Paying ref.	Received date	Tn no	Gross	Vat	Net	Cttee	Details
Cheque 003430 memorial	29/04/15 200/2	1	£60.00	£0.00	£60.00	CEM	Peasgood & Skeates
Cheque 007533 Service	29/04/15 Burial fee	2 200/1	£360.00	£0.00	£360.00	CEM	Jeremy Rule Funeral
Cheque 504840	29/04/15 Memorial	3 200/2	£50.00	£0.00	£50.00	CEM	Hibbit & Sons
Cheque 003443	27/05/15 Burial fees	6 200/1	£310.00	£0.00	£310.00	CEM	Newlings Of Royston
Cheque 003471	27/05/15 burial fee	12 200/1	£50.00	£0.00	£50.00	CEM	Newlings Of Royston
Cheque 007659 Service	23/06/15 Burial fees	16 200/3	£160.00	£0.00	£160.00	CEM	Jeremy Rule Funeral
Cheque 003790	23/06/15 Burial fees	24 200/1	£360.00	£0.00	£360.00	CEM	Newlings Of Royston
Cheque 003817	29/07/15 Burial fees	26 200/1	£360.00	£0.00	£360.00	CEM	Newlings Of Royston
Cheque 729099	29/07/15 Memorial	32 200/2	£60.00	£0.00	£60.00	CEM	Ivett & Reed
Cheque 007765 Service	29/07/15 Burial	33 200/1	£360.00	£0.00	£360.00	CEM	Jeremy Rule Funeral
Total			£2,130.00	£0.00	£2,130.00		

Paid Expenditure Transactions

04/08/15

between 01/04/15 and

Start of year 01/04/15

Cheque	Paid date	Tn no	Gross	Vat	Net	Cttee	Details
Direct Debit Council	29/04/15 Rates for NRC	1 2000/2	£66.00	£0.00	£66.00	CEM	South Cambs District
Direct Debit Council	29/04/15 Rates for ORC	2 2000/1	£59.60	£0.00	£59.60	CEM	South Cambs District

BACS	29/04/15	13	£1,350.00	£0.00	£1,350.00	CEM	Shire Tree Surgery
Sycamore Trees ORC		2000/1					
Direct Debit Company	29/04/15	28	£22.24	£0.00	£22.24	CEM	Cambridge Water
Water ORC		2000/1					
BACS	29/04/15	35	£168.00	£28.00	£140.00	CEM	Herts And Cambs
Ground	Water graa seed on mound	2000/2					
							Maintenance Limited
BACS	29/04/15	36	£1,400.40	£233.40	£1,167.00	CEM	Herts And Cambs
Ground	Cemetery contract	2000/4					
							Maintenance Limited
Direct Debit Council	01/05/15	145	£62.00	£0.00	£62.00	CEM	South Cambs District
Rates for NRC		2000/2					
Direct Debit Council	01/05/15	146	£59.00	£0.00	£59.00	CEM	South Cambs District
Rates for ORC		2000/1					
BACS	28/05/15	47	£120.00	£0.00	£120.00	CEM	Morley Manufacturing
repair to New Road Cemetery sign		2000/2					
BACS	28/05/15	50	£516.00	£86.00	£430.00	CEM	R V Cronin
Footpath repair in NRC		2000/2					
BACS	28/05/15	56	£1,400.40	£233.40	£1,167.00	CEM	Herts And Cambs
Ground	Cemetery maintenance contract	2000/4					
							Maintenance Limited
Direct Debit elec charges for ORC	28/05/15	59	£7.80	£0.37	£7.43	CEM	e.0n
		2000/1					
104317	28/05/15	73	£160.00	£0.00	£160.00	CEM	Paul Whitton
Concrete seat bases for NRC		2000/2					
DD Council	01/06/15	195	£59.00	£0.00	£59.00	CEM	South Cambs District
Rates for ORC		2000/1					
DD Council	01/06/15	196	£62.00	£0.00	£62.00	CEM	South Cambs District
Rates for NRC		2000/2					
Direct Debit Company	23/06/15	89	£20.25	£0.00	£20.25	CEM	Cambridge Water
Charges for NRC		2000/2					
BACS	23/06/15	113	£1,400.40	£233.40	£1,167.00	CEM	Herts And Cambs
Ground	Cemetery contract	2000/4					
							Maintenance Limited
Direct Debit Elec charges for ORC	23/06/15	118	£7.62	£0.36	£7.26	CEM	e.0n
		2000/1					
Visa Centre	23/06/15	119	£25.00	£0.00	£25.00	CEM	Phillimore Garden
Garden vouchers		2000/2					
BACS	23/06/15	124	£80.00	£0.00	£80.00	CEM	Weaverman Baskets
Shroud & sisal rope		2000/2					
BACS	29/07/15	170	£528.00	£88.00	£440.00	CEM	Herts And Cambs
Ground	Cemetery hedges + Haggars Close	2000/1					
							Maintenance Limited
BACS	29/07/15	171	£66.00	£11.00	£55.00	CEM	Herts And Cambs
Ground	Watering NRC	2000/2					
							Maintenance Limited
Direct Debit Elec charges for ORC	29/07/15	205	£10.25	£0.49	£9.76	CEM	e.0n
		2000/1					
BACS	29/07/15	206	£105.48	£17.58	£87.90	CEM	Cambridge China Hire
China for Anglo-Saxon remains tea		2000/2					
BACS	29/07/15	207	£144.00	£24.00	£120.00	CEM	Herts And Cambs
Ground	Watering NRC	2000/2					
							Maintenance Limited
Ground	29/07/15	208	£156.00	£26.00	£130.00	CEM	Herts And Cambs
Watering of cemetery		2000/2					
							Maintenance Limited
BACS	29/07/15	217	£1,192.56	£198.76	£993.80	CEM	Red Graphic
Leaflets, brochures and posters for Anglo-Saxon burial		2000/2					
Total			£10,648.40	£1,414.16	£9,234.24		

APPENDIX 2

Cemetery Report June-July 2015

Orchard Road cemetery

Continues to be well looked after, can Keith please verify if more chippings are required?

Rear of soil store needs a 5 or 6ft wooden panel fence erecting and this area clearing up, (previously requested)

Have asked local roofing co. to quote for lych gate tile repairs, the wood work could do with cleaning off and recoating also.

No further obvious problems.

New Road cemetery

Continuing problem of mound condition, (weeds) is the most obvious problem. This needs continuous weed mowing to prevent regeneration, the mowings must be removed. Herts and Cambs must be asked to do this every few weeks, beyond their contracted mowings as we will never overcome the problem otherwise.

Watering this summer is an issue also, H&C do it at cost, but I think this needs more supervision.

The rabbit problem has not been resolved, where is the company that were given the job?

Seats now installed but bases have not been filled as requested, some trees are on their way out, Barchams will replace several and inspect/ deal with several others when weather improves (treewise!)

MS will design new area for a further 12 graves as there have been more burials recently than anticipated. The Clerk and MS to implement a grave identification scheme asap following this.

The working committee have restarted following the AS burial completion and will concentrate on this and the proposed Green Burial site. They agreed to removal of the soil store to the contractors entrance gate as a more logical and convenient location.

All Saints

No report issued

General observation The need to keep on top of the cemeteries, especially New Road is becoming more obvious and we must consider putting the work outside if needs be or employing ano very soon or expanding the existing contractor's work, how soon is the contract up?

M.S Aug '15