

Minutes of the meeting of **Fowlmere Parish Council Burial Board**

held in the Pavilion Room, Village Hall, Fowlmere

on Wednesday 5th March 2019 at 7:30pm

Present: Cllr D Roberts (Chairman), Cllr L Wragg, Cllr P Burge, Cllr S Mulholland, Cllr T Bearpark and Cllr P Collinson

In attendance: Ms K Byrne (Clerk)

1. Apologies for absence

Apologies were received from Cllr M Vinton, Cllr M Sunderland and Cllr C Howe.

2. Declaration of Interest in agenda items

None were declared.

3. Transfer of Deed of Grant of Exclusive Rights of Burial

Before the meeting, Cllr Burge had circulated forms relating to Transfer of Deed of Grant to the PC. The Grave Ownership and Deed Transferral PC was reviewed. Cllr Roberts suggested that this document could be added as an addendum to the Cemetery Rules.

Cllr Wragg proposed that these documents be adopted substantially in the form tabled, all concurred.

4. Review of Cemetery Rules

Cllr Bearpark joined the meeting at 19:45.

Cllr Mulholland had circulated the updated cemetery rules document to the PC before the meeting for their review. Some further amendments were made and agreed during the meeting.

ACTION – Cllr Mulholland to finalise amendments to the Cemetery Rules and circulate

Upon completion of the agreed amendments the updated cemetery rules were approved.

5. Other Matters

Cllr Burge and Mulholland had met with Martin Hardy on the morning of 5 March 2019, to discuss work involved in opening the cemetery extension. It was a very productive meeting. They also discussed getting rid of old spoil that had been discarded around the cemetery perimeter. Mr Hardy will submit a quote for all the work discussed.

Last week Cllrs Burge, Mulholland, Vinton and the Clerk spent several hours sorting and shredding old PC paperwork inside the Cemetery chapel, they also tidied and swept up. The paperwork is now entirely contained in the 2 locked cupboards. Cllr Vinton had additionally boxed in the electrics. Cllr Wragg expressed thanks on behalf of the PC to Cllrs Vinton, Burge, Mulholland and the Clerk. The Chapel is now almost ready to be opened up for burials,

however it was decided that we should wait until the work on the broken windows is complete.

ACTION – Clerk to find out about progress on the work on the windows.

Cllr Mulholland told the PC that Fowlmere PC are now fully paid-up members of the Institute of Cemetery and Crematorium Management (ICCM).

ACTION – Clerk to put ICCM logo on the FPC website.

6. Date of Next Meeting

The next BB meeting will be on 25 June 2019 at 7:30pm at the Cemetery Chapel..

The meeting closed at 20:17.