

TOWN HALL AND CEMETERY COMMITTEE

Minutes of a meeting of Market Deeping Town Council's Town Hall and Cemetery committee held on Wednesday 17th April 2019 in the Town Hall, Market Deeping. Cllr Stephenson presided over Cllr Miss Moran, Cllr Mrs Sked, and Cllr Shelton. Cllr Mrs Redshaw, the park keeper, deputy park keeper, the Clerk and deputy clerk were also in attendance.

75. Chairman's Welcome

Cllr Stephenson welcomed the members and explained it would be his last meeting as chair of the committee as he would not be standing for the forthcoming elections.

76. Apologies for absence

No apologies were received.

77. To receive declarations of interest under the Localism Act 2011

There were no declarations of interest made.

78. Minutes from meeting held on Wednesday 16th January 2019

It was proposed by Cllr Shelton, seconded by Cllr Miss Moran and **RESOLVED** unanimously that the minutes be signed as a true and accurate record and they were duly signed by Cllr Stephenson.

79. Clerk's report

The clerk is in contact with LITE regarding additional 'discrete' lighting on the front of the Town Hall and LITE would like more information regarding this before they can prepare a quote. The park keepers have suggested purchasing some lighting locally, as this should prove more economical. Councillors asked the park keepers to do this.

The external sockets needed for this (also to be used for the Christmas Market) can be requested together with work required on the John Eve field.

The clerk has completed forms to join the ICCM for 2019/20 at a cost of £95.

80. Update on work activity taking place in the cemeteries (Old & New), via a verbal update from the park keeper

The park keeper informed the members that a lot of grass cutting has taken place, due to weather conditions and the time of year. The newly planted Spinney hedge is established and growing well. The park keepers requested a budget of £100-£120 to replace plants in the planters at the cemetery and outside the Town Hall and this was agreed. The excellent condition of the cemetery was noted by the members. All scheduled tasks are up to date.

81. Correspondence

Correspondence – Town Hall & Cemetery – January 2019				
No.	Received from	Date Received	Subject	Committee Response
1	Resident	08/03/2019	Request to reserve a grave plot and place a bench on it for the resident's son	The committee chair confirmed the cemetery ruling that grave plots may be reserved for a spouse but not for sons/daughters.

2	Scholes	15/04/2019	Request to use a reserved grave plot for the cremated remains of 4 siblings	The clerk had contacted Bourne Cemetery board and they had confirmed they would allow this. Following discussion it was RESOLVED unanimously to agree to the request as long as only one headstone was placed for all interred remains
3	Philip Potts	16/04/2019	Cemetery of the year award	It was noted that there is a new category for Town Council cemeteries. Members agreed that they would like to enter the competition.

82. Omega reports: Review of budget/expenditure/income

The Clerk had provided members with a copy of the omega report prior to the meeting. Members were asked if they had any questions. There were none.

83. Review of Town Hall and Cemetery Insurance requirements

Members reviewed the insurance requirements and agreed to increase the sum assured for the Park Keepers' shed to £40,000.

84. Review of Town Hall and Cemetery Risk assessments

Members had no alterations to make.

Town Hall

85. For members to receive an update on the lease/acquisition of the Town Hall

Cllr Shelton advised members that we are awaiting the 'Heads of agreement' from SKDC which will provide further details of the transfer. The clerk will chase this as nothing has been received since the last meeting.

86. For members to receive information on the proposed Town Hall renovation

Cllr Miss Moran advised members that she had arranged meetings with InvestSK regarding grant aid and also with the Conservation officer. She was in the process of obtaining three quotes for potential work to be done. Cllr Mrs Redshaw said she would like to see a working party established to consider any renovation work.

8.41pm Cllr Mrs Redshaw left the meeting

Cemetery

87. Chairman's Cemetery Report

Cllr Stephenson informed the members that the new flat plaque area could hold 250 cremated remains, as opposed to only 50 graves in the previous format. The spinney maintenance is minimal and the whole cemetery area is very well looked after. He thanked councillors and staff for their support over the years and advised that he will still be volunteering to work in the paddock.

88. Paddock report

Cllr Stephenson advised members that the wildflower meadow needed to be cut to maintain the floral and ecological environment and that before the purchase of the flail this took 6 days. It now took only 4 hours and the flail achieved a better finish.

89. Review of cemetery and burial costs

Cllr Stephenson advised that, following the revision of the cemetery policy, there should be burial space available for the next 20 to 30 years. He advised that the Market Deeping cemetery costs were very low compared to neighbouring cemeteries and that cemeteries should be self-funding. Charges should cover the cost of land and maintenance. Cllr Stephenson provided details of Stamford, Bourne and Peterborough cemeteries and it was agreed that the council currently charges far less than the cost of a plot of land and has some way to go to be in line with other cemeteries. Our cemetery is also in much better condition than some other local cemeteries. Members discussed these points and it was **RESOLVED** to increase current fees by 10%. It was also agreed that after the clerks had attended the burials training course, this matter should be looked at again.

There being no other business Cllr Stephenson thanked all for attending and the meeting was closed at 9.31pm.

The next meeting is scheduled for Wednesday 22nd May at 8.00pm at the Town Hall, Market Deeping.

Chairman's signature.....

Date.....