

## TOWN HALL AND CEMETERY COMMITTEE

Minutes of the meeting of Market Deeping Town Council's Town Hall and Cemetery Committee held on Wednesday 19th July 2023 at 6.15 pm at the Market Deeping Cemetery, Market Deeping. Cllr Miss Collins presided over Cllr Broughton, Cllr Ms Reed, Cllr Mrs Sked and Cllr Shelton. The Deputy Clerk, Assistant Clerk and the Park Keepers was also in attendance.

### 18. Chair's Welcome

Cllr Miss Collins welcomed members to the meeting.

### 19. Apologies for absence

Apologies had been received from Cllr Mrs Jones.

### 20. To receive declarations of interest under the Localism Act 2011

There were no declarations of interest.

### 21. Minutes from the meeting held on Wednesday 24th May 2023

It was **RESOLVED** unanimously to accept the minutes of the previous meeting as a true and accurate record. The Chair signed the minutes.

Cllr Shelton joined the meeting at 6.21 pm.

### 22. Clerk's report

The Deputy Clerk informed the members of the following:

#### Cemetery

	Committee's comments
Since the last meeting on 24 May 2023 there had been two burials and one interment of cremated remains.	The Committee noted.
The revised burial/cremated remains application form, memorial application form and the 2023/24 fee schedule had been sent to funeral directors and placed on the council's website.	The Committee noted.
The Deputy Clerk had emailed ICCM for guidance regarding obtaining extra cemetery land. ICCM informed that planning permission is required, several surveys will need to be undertaken including ecological, arboricultural, drainage, soil just to name a few to comply with the environmental agencies. Suitable risk assessments would need to be undertaken. The ICCM strongly advised that when the time comes to consider obtaining cemetery land an expert is appointed as it requires expertise and knowledge in this field of work. The ICCM provided two company names with the necessary knowledge although there would be a cost for their service.	The Committee noted the process required.

The Chair would like to review the sanctum fees at the next meeting and therefore asked the Deputy Clerk to note on September's agenda.

#### Town Hall

There was nothing to report.

### 23. Update on work activity taking place in the cemeteries (old & new)

- The Sanctum had been cleaned.
- Weeding around the Sanctum had taken place.

- The containers on the park-keepers shed had been planted out with bedding plants.
- General weeding had taken place in the old cemetery area.

#### 24. Correspondence received up to 19th July 2023

No	Received from	Date Received	Subject	Committee to note/ response
1	Stonemason	11.07.23	Request to attach an additional vase to an existing gravestone	The Committee considered this request and agreed that if the vase could be fitted on the existing landing slab by moving the headstone back on the landing slab this would be acceptable or alternatively use one of the existing flower vases located on the headstone.
2	Resident	11.07.23	Overgrown yew tree in the closed churchyard which now falls within SKDC's remit.	Clerk had referred to SKDC to assess. The Deputy Clerk reported that SKDC had responded to the resident concerned informing that the tree was inspected by an arboriculturist in 2021 and there were no issues. The next inspection is due in 2024.

#### 25. Finances: Omega reports: Review of budget/expenditure/income

The Deputy Clerk had presented a copy of the Omega report to all members prior to the meeting. Cllr Miss Collins asked if there were any questions and there were none.

#### 26. Chair's Town Hall Report

The Chair thanked staff for their continued hard work.

#### 27. For members to consider replacing the Town Hall entrance door

This item was referred to the September meeting.

#### 28. Chair's Cemetery Report

The Chair reported that the cemetery is running smoothly and is being well maintained. The Chair would like to thank the cemetery keeper and park keepers for their continued hard work.

#### 29. For members to consider and discuss any points raised in the Open Session

There were none.

#### 30. To consider items for inclusion on the agenda for the next meeting of Town Hall and Cemetery Committee

- Town Hall Entrance Door
- Cemetery Policy
- Review Sanctum Fees

Cllr Miss Collins thanked everyone for their attendance and closed the meeting at 6.37 pm. The next Town Hall and Cemetery Committee meeting will take place on Wednesday 6 September at the Town Hall.

Chair's signature.....

Date.....