

GOXHILL PARISH COUNCIL
MINUTES of the CEMETERY COMMITTEE MEETING HELD at GOXHILL
PARISH ROOMS on Thursday 15th August 2024 at 20:00

Councillors: V Gorbutt,
Members of public: 0
Clerk: Hannah Hepworth

Public Participation – no members of the public

MINUTES

- 2408/1 **Election of chair**
Cllr Gorbutt and Cllr Clayton both put themselves forward as chair
Proposed: Cllr Gorbutt, Seconded: Cllr Lawtey
Resolved: Cllr Gorbutt to be chair – 2 in favour – 2 abstentions.
Proposed: Cllr Clayton, Seconded Cllr Carnell
Resolved: Cllr Clayton to be chair - 2 in favour, 2 abstentions.
Proposed: Cllr Clayton, Seconded: Cllr Lawtey
Resolved: Cllr Gorbutt continues to chair this meeting and that the election of chair is an agenda item at the next meeting – unanimous
- 2408/2 **Apologies**
Apologies were received and approved from Cllr England and Cllr R Snell
- 2408/3 **Declarations of interests / dispensations**
a. Declarations of Interests, in respect to agenda items to be made and recorded in the minutes even if an interest has been declared on the register. COUNCILLORS MUST DECLARE ANY AMENDMENT TO PECUNIARY INTERESTS WITHIN 28 DAYS
None
b. For the Council to note any dispensations presented to the clerk prior to the meeting and their resolution.
None
- 2408/4 **Minute Approval**
Proposed: Cllr Gorbutt, Seconded: Cllr Clayton
Resolved: The minutes from the Cemetery Committee Meeting in April 2024 were agreed as a true record - 2 in favour, 2 abstentions
- 2408/5 **Drainage**
The issues around drainage at the Cemetery were discussed.
1) **Proposed: Cllr Gorbutt, Seconded: Cllr Carnell**
Resolved: Cllr Gorbutt to dig an exploratory hole to identify the direction of the culvert and to confirm it is clear at no cost to the Council – unanimous

2) **Proposed: Cllr Gorbutt, Seconded: Cllr Lawtey**
Resolved: On confirmation that the culvert is clear, the committee to agree actions to clean out the dyke on the right hand side of the cemetery that feeds the culvert taking it as close as possible to the badger set without disturbing the badgers – unanimous

Proposal 1 will be actioned as soon as possible and proposal 2 to be discussed and agreed upon findings of proposal 1 at the next Cemetery Committee Meeting.

3) The Clerk to identify suitable drainage company to look at the other side and bottom end of the cemetery to advise on the next steps.
- 2408/6 **Cemetery records**

- a) The Personnel Committee have agreed overtime for the Clerk to cross referencing all of the records and ensuring everything is correct
- b) **Proposed: Cllr Gorbutt, Seconded: Cllr Carnell**
Resolved: The new application forms will be used with immediate effect– unanimous
- c) **Proposed: Cllr Gorbutt , Seconded Cllr Carnell**
Resolved: The Deed of Right of Burial form, paper and printed envelopes to be ordered from Newtons by the Clerk – unanimous

2408/7 **General maintenance**

Issues around maintenance at the Cemetery were discussed. The BKV identified some long grass / irregular cutting. The Clerk was asked to contract Mark Nettleton and ask him when he is planning to do work on the hedge and what height this will be. Committee members to collate photographic evidence and send it in to the Clerk so that a letter can be compiled and sent to Mark Nettleton regarding the perceived decline in standard of maintenance.

2408/8 **AOB**

The report from Cllr Clayton and Cllr Carnell will be revisited and brought up to date and then will be compared with the previous report. Any actions from either report will be actioned by the Clerk.

2408/9 **Agenda for next and future meetings**

Items for the next agenda to include election of chair, feedback from the exploratory work and to agree any action from the findings, review actions from report sheets, discussion around the gates / maintenance of these

2408/10 **Date of next meeting**

TBC

Meeting close: 21:05