

Malmesbury Town Council

Minutes of the **Burial Committee Meeting**
Held at Malmesbury Cemetery on **Wednesday 20th July 2022** at 7.00pm.

Present: Councillors: P Exton, C Ritchie (Chair), W Jones, P Smith, R Hastings & S D'Arcy

Also present: Claire Mann (Town Clerk) & Cllr P Smith

BC/22/10 To receive apologies for absence

Apologies received from Cllr Sanderson

BC/22/11 To receive declarations of interest

None

BC/22/12 Public question time in respect of items included in this agenda

None

BC/22/13 To approve Minutes of the meeting held on 9th February 2022

The minutes of the meeting held on the 9th February were approved as a correct record.

BC/22/14 To note income and expenditure report

The Income & Expenditure Report was noted.

BC/22/15 To consider request from grave owner to retain a small wooden surround on grave number P8 (report CM)

It was resolved that the Committee does not want graves to be marked by surrounds, the Clerk was instructed to write to the owner asking that it is removed.

BC/22/16 To receive an update on the Cemetery sustainability project

Cllr Ritchie updated members that the project is progressing well and that more planting will take place in the Autumn.

BC/22/17 To receive a report on Cemetery/Burial Management (CM)

The Clerk had reported that the North & South Area Burial Records required repair following their amount of handling during data transfer. It was resolved to spend up to £250 per book to repair them.

Burial figures were noted and Cllrs Exton & Jones would mark up the next Cremation Plots in the next few weeks (towards the tap and then once the second row in the extension is full, future cremation interments will take place the other side of the hedge)

BC/22/18 To note summary of proposed and outstanding maintenance work (CM)

The Clerk detailed the work that had been completed. It was noted as outstanding;

- Damp patches in Chapel
- Emptying of Chapel
- Tap connection at top & cover pipes
- Strip & varnish Chapel Doors
- Sale of mowers
- Repair of paths where tree roots have damaged (long term solution also required)
- Get Chapel functional

BC/22/19 To begin preliminary discussion of five-year development plan and to determine next steps

It was agreed that future projects would include the use of the Chapel, management of the wild area to the rear of the Cemetery and signage of the Conservation work that has taken place. A report will be presented to the next Burial meeting to agree costings/further actions.

Meeting closed at 7.48pm