



MALMESBURY TOWN COUNCIL

Minutes of the **Burial Committee Meeting**
Held at Malmesbury Cemetery Chapel on **Tuesday 3rd June** at 7pm.

Present: Councillors I Wallis, M Crawford-Price, P Exton and K Power.

Also present: Claire Mann (Town Clerk), Cllr O Wallis and one member of the public

BC/25/17 To receive apologies for absence

Apologies received from Cllrs D'Arcy, James, Hastings & Sanderson.

BC/25/18 To receive declarations of interest

None received.

BC/25/19 Public participation in respect of items included in this agenda.

None received.

BC/25/20 To approve the minutes of the meeting held on the 25th February 2025.

The minutes were approved and signed as a correct record. It was noted that the minutes from October 2024 were yet to be approved.

BC/25/21 To note income & expenditure report.

The income and expenditure report was noted.

BC/25/22 To note interments to date.

The interments to date were noted.

BC/25/23 To agree next steps on signage in the Cemetery.

It was agreed that this would be considered during the walk around at the end of the meeting.

BC/25/24 To consider tree planting request.

Following discussion it was agreed to plant the tree and that the Town Clerk will follow guidance from the Groundsmen as to the preferable siting. It was agreed to identify the species of the tree to enable careful pruning and management.

BC/25/25 To consider replacement of fencing along south boundary of Cemetery.

It was agreed not to replace the fence at this stage but to review in one years' time.

BC/25/26 To confirm next steps following Chapel public consultation.

Following discussion it was agreed that the refurbishment of the Chapel is not a current priority but to seek quotes to provide a clearer understanding of the cost involved in making the Chapel a functional space.

BC/25/27 To note update from the Town Clerk on Memorial Management course.

The Town Clerk updated members on the course that she and the Groundsmen had recently attended. A full inspection of all Memorial Stones will be planned out and undertaken given the training received.

Item nine on the agenda was brought forwards prior to the walk around.

BC/25/29 To consider proposal to Policy & Resources Committee to increase the Burial Committee membership.

It was agreed to increase Committee membership by one Councillor.

BC/25/28 To review un-landscaped area at rear of Cemetery and determine way forwards.

It was agreed that this would be considered during the walk around.

Members conducted a walk around the Cemetery to identify any issues, these will be set out in a project status report moving forwards.

Meeting closed at 8.15pm