

**SWANTON MORLEY PARISH COUNCIL**  
**CHURCHYARD AND BURIAL GROUND MANAGEMENT SUB-COMMITTEE**

A meeting of the Churchyard and Burial Ground Management Sub-Committee was held in the Village Hall on Monday 19<sup>th</sup> February 2007. The meeting commenced at 7.30pm.

**Present:** Mrs M Thomas (Chairman), Mr I Bone, Mrs J Leary and Mr R Atterwill

**1) Apologies for Absence**

Mr C Clegg

**2) Declarations of Interest**

Mr Bone and Mrs Leary declared a prejudicial interest in the Garden of Remembrance, as members of the PCC.

**3) Minutes of the Burial Ground Sub Committee Meeting of 20<sup>th</sup> November 2006 to be accepted, initialled and signed.**

All in favour. Minutes were initialled and signed.

**4) Matters Arising**

Mr Atterwill reported that a structural engineer from Norfolk County Council had inspected the church wall and recommended movement of the wall be monitored every 6 months by using a plumb line. Mr Atterwill and Mr Bone to arrange.

Mr Atterwill also reported that a meeting had been convened about the Community Emergency Plan. Mr Carrick is to hold further meetings with Mr Fearnley and Capt Newcombe and then provide the Parish Council with a report on 12<sup>th</sup> March. However, this would not resolve any potential issues arising from a Bird Flu pandemic as this would be in the hands of DEFRA.

**6) Churchyard Maintenance**

Mrs Thomas advised that, further to the theft of coping stones from the church wall, the church wall would suffer more rapid deterioration due to frost being able to enter the wall with greater ease. Mrs Leary suggested replacing the stolen stones with slates and Mr Atterwill suggested that roofing tiles could be used as a last resort.

Mrs Thomas also reported that Mr Clegg had raised the problem of the overgrown sycamores. Mr Bone stressed that these would have to be pruned prior to the nesting season. Mr Atterwill suggested a working party be set up for 17<sup>th</sup> March – all in favour. He also suggested using this date to remove the gates and store them on Mr Carrick's farm.

**7) Burial Ground Maintenance**

**a) To authorise additional inscription to plaque – E and A Broady**

The clerk provided the meeting with the proposed inscription from Anglia Memorials. All in favour.

**b) To consider 6 month memorial installation for infant memorial - K K Bennett**

The clerk reported that the family of Master Bennett had requested a memorial that they would like to be erected in 6 months. Mrs Thomas proposed that due to the time of year and the place of the grave, this should be acceptable on the provision that the headstone be no more than 14 x 22 inches. All in favour.

**c) To discuss unauthorised placement of kerbing**

The clerk provided the meeting with draft letters to be sent to the families of Mr George and Master Bennett requesting that unauthorised kerbing be removed. Subject to minor amendments it was agreed that these letters be sent out.

**d) To discuss the removal of property from the Burial Ground**

The clerk explained that a complaint had been received about various aspects of the burial ground. It was agreed that the clerk should respond to all aspects of the complaint as follows:

- 1) To the complaint that property had been removed from the grave of Mrs Powter and thrown in the bin – That no member of the Parish Council has any recollection of removing this property, although the Parish Council does reserve the right to do so if it is deemed untidy or out of keeping with burial ground, and that items left at the Burial Ground are done so at the owners own risk.
- 2) To the complaint that a generic letter had been sent out from the Parish Council in January or February 2007 advising that items were going to be removed – The Parish

Council have no knowledge of this letter, nor of whom the sister of the complainant spoke to about the matter. Further evidence will be required to warrant further investigation

- 3) To the complaint that notices had been put up at the Burial Ground saying that items will be removed – That there is no evidence that notices have been erected.

**e) To agree for mole exterminator to be contacted re: Moles in Burial Ground**

Further to a complaint received about moles at the Burial Ground, it was agreed that the clerk should contact Pest Control.

Mr Atterwill also reported that non Burial Ground waste was being put in the bin at the Burial Ground. Mr Atterwill also advised that a tree had fallen in the Burial Ground during the recent storms and that a working party would be needed to clear the debris. He also suggested the purchase of some young hawthorns to train into the hedge.

**8) Garden of Remembrance in Churchyard**

Mr Bone and Mrs Leary explained the proposed garden of remembrance and ash interments and the associated proposed rules, regulations and administration that would apply.

*Mr Bone and Mrs Leary left the room while the matter was discussed*

Mrs Thomas and Mr Atterwill agreed that two proposals should be taken to the full Parish Council, one for interments in the closed part of the churchyard and one for interments in the open part. However, these should be taken to the Parish Council with a recommendation to object to both these proposals of the grounds of confusion between the Churchyard and the Burial Ground and issues with administration.

*Mr Bone and Mrs Leary re-entered the room*

**9) Memorial Garden**

Mrs Thomas advised that she had found some volunteers to help with creating the memorial garden. Mr Atterwill suggested that this work should also be done on 17<sup>th</sup> March with the intention to begin planting roses in April. Mrs Thomas emphasised that only bush roses be allowed and that a rota would need to be set up for maintenance.

**10) Any items to be considered and approved by full Parish Council**

- Proposals for interments in the open and closed parts of the churchyard
- Ensure Risk Assessments are being used as 'Working Documents', after concerns were raised that the recent grasscutting tenders were agreed on price rather than other factors such as risk.

**11) Any item to be reported for next meeting**

- Review Burial Ground Rules, Regulations and Fees
- Rabbits in the Churchyard

**12) Date & time of next meeting**

Monday 19<sup>th</sup> March

The meeting concluded at 9.10pm

\_\_\_\_\_ (Mrs Marilyn Thomas, Chairman) \_\_\_\_\_ Date