

Burial Ground Committee Minutes

Ormesby St Margaret with Scratby Parish Council

Held on Saturday 2nd February 2019 at 11.30am at the Village Centre, Ormesby St Margaret

1. **Attendance:** Cllrs. Peck (Chair), K. Wendt (Vice Chair), Green, Jones, and a Church Representative, C. Jordan
Apologies for absence - Cllr. Freeman and Cllr. Gingell
2. **Declarations of Interest for matters on the agenda** – Nothing declared
3. **Approve the minutes of the meeting held on Saturday 23rd June 2018.** Agreed **Proposed:** Cllr. Jones
Seconded: Cllr. Green
4. **To undertake a general inspection of the Burial Ground** – deferred to next meeting

5. **To discuss Freedom of information request submitted by parishioner**

A request had been submitted on the 22nd January 2019. The parishioner requested to see Burial Ground minutes going back to January 2008 in relation to permissions given for headstone photographs. Any electronic minutes available have been emailed to the parishioner.

6. **To discuss the update of Burial Ground Regulations**

A review has taken place of the Burial Ground regulations and the following clauses are to be added:

- Grave diggers must not use the churchyard steps to the Burial Ground and only use the footpath from Station Road.
- Grave diggers to ensure that any surplus soil after grave filling must be left in the allocated area provided.
- Photographs will be allowed providing they are professionally made from enamel, guaranteed against cracking or fading for a lifetime and they are fully frost proof. Photographs must not be larger than 6" x 4" (152mm x 100mm)
- Stone Mason to put the Row and Grave Number on the back of every headstone.
- All photographs must be viewed and authorised by the Parish Clerk before submission to the Stonemason.

7. **To review fees – Deferred** – Clerk to investigate other fee charges in the area.
8. **Co-Option** - C Jordan, the Church Warden, was co-opted onto the Committee as the Church Representative in place of Mandy Bishop due to her busy schedule.
9. **Matters for reporting and items for next agenda**
 - Five year tree risk assessment plan
 - The future of the footpath hedge
 - Fees

Meeting closed at 12.19pm

Next meeting: Saturday 30th March at 10am

Jayne Morse

Clerk and Responsible Financial Officer
Ormesby St Margaret with Scratby Parish Council

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