

Burford Town Council

Minutes of the Cemetery Committee meeting held at

the Cemetery on Wednesday 14 April 2021 at 2 pm.

Present: Cllr Tunnell- Westmacott, Cllr White, Cllr Higgs, Cllr Palmer, Cllr Lofthouse
Cllr Cotterill, Maggie Andrews, Clerk.

1. Minutes.

These were signed by the Chairperson as a correct record of the meeting held on 14 May 2020.

2. Apologies

Cllr Cohen & David Buckland.

3. Matters Arising.

Plot markers. Cllr Higgs showed an example of metal markers for reserved graves. Members agreed to purchase 30 markers (£20.49) plus marking pens (£9.34).

4. Topple Test. The Committee established that the following headstones require attention to make them safe:

Pethers, Jenkinson, Shelley, Wendell. The family of the leaning stones will be contacted and requested to make them safe as soon as possible. Should attempts to trace a family fail, the Council will carry out the work.

5. Plot, Plinth & Headstone sizes.

The following proposal was put forward:

Burial plots size: 10ft x 3.5ft. Plinth maximum size 30 inches wide.

Headstone maximum size 30 inches wide by 36 inches high. Should more space be required because of the size of the deceased then the purchase of two plots would be required.

Ashes Plots size: Plot spacing 3 feet wide. Base plate maximum size 30 inches wide.

Plinth maximum size 24 inches wide. Headstone maximum size 24 inches wide and 30 inches high. Headstones only will be permitted on ashes plots.

Garden of Remembrance: Plot spacing size 3 x 3 feet. Plaque size maximum 12 inches square.

Members agreed on all the above specification sizes.

6. Undertakers spoil & sunken graves.

Undertakers and grave diggers will be asked to spread the spoil more evenly over the top field instead of in mounds. Some of this can be used at a future date for sunken graves. Plots which have not levelled are Appleby, Chivers, Davies & Conway. It was suggested that a Contractor or working party could fill in graves which have sunk and level off those which are still mounded.

7. General maintenance.

The top fence needs a small repair. Grave diggers have agreed to level off the turning area at the top of the Cemetery.

David Buckland continues to repair dry stone walls and remove ivy from the trees along the driveway.

David Buckland has made a storage bunker for salt and sand. It was noted that the wall surrounding this is beginning to collapse and needs urgent repair.

8. A.O.B.

Glass containers are still being used on graves which are dangerous to the public and the Grass contractors. They will be removed for safety.

Cllrs Tunnell-Westmacott, Higgs and the Clerk will meet to update the terms and conditions of the Cemetery.