

MINUTES OF THE CEMETERY COMMITTEE MEETING
HELD AT 5PM ON 14 JUNE 2023 AT THE CEMETERY

Present: Cllr Tunnell-Westmacott (Chairman). Cllr Lofthouse, Cllr Higgs, Cllr Palmer, David Buckland Groundsman, Maggie Andrews Town Clerk

1. **MINUTES.** Minutes of the meeting held 11 July 2022 were signed by the Chair as a correct record.
2. **APOLOGIES.** Cllrs Cotterill & Cohen.
3. **ICCM (Institute of Cemetery & Crematorium Management).** The Clerk had recently attended a meeting run by OALC which set out recommendations for good practice and the correct management for Buford Cemetery. OALC advised that membership of the ICCM would be very useful for any future issues or problems. The Committee agreed that we should join – the cost per annum is £95. One other item to consider was administration costs when transferring the Exclusive Right of Burial to another ownership once the current owner has deceased. After discussion, the Committee agreed that £50 should be charged for each transfer.
4. **TOPPLE TESTING.** This was carried out at our last meeting. Memorials are regularly inspected by our Groundsman David Buckland who reports any problems.
5. **GENERAL INSPECTION**
 - Grass.** Generally, there are no problems. Discussion took place regarding possible re-wilding in specific places. A suggestion was made to let the top area by the fence grow wild for next year. It is now too late for ‘no mow May’. The grass cutting Contractor would need to be made aware of this.
 - Trees.** Concern was shown over several trees which appear to be dying or have Ash die-back. Some are very large and over hanging memorial stones which if fell, could cause considerable damage. Many overhanging trees are on neighbouring land. The Clerk will ask Nick Dalby from WODC to come and inspect all the trees to identify those which need felling or the crowns raising, including those on the boundaries.
 - Walls.** David continues to rebuild fallen walls. This often happens because some trees are very close to them.
 - Driveway.** Extensive work was recently carried out to re-lay the broken water pipes. A new water meter now needs to be fitted. This is in hand.
One of the gate posts at the entrance to the Cemetery is loose, David will attend to this.
 - Chapel of Rest.** This is in good order apart from a damaged down pipe which David Buckland is working on.

War Graves. The War Graves Commission have presented us with a small plaque advising that two war graves are at the Cemetery. This will be placed on the main gate.

Generally, the Cemetery is looking tidy, and thanks were given to David for keeping it so. A working party has been arranged for Tuesday 27 June at 4.30pm.

Refreshments will be served afterwards.

6. A.O.B. Glass vases are still being placed on plots. These are removed regularly. David reported that he collected enough to almost fill the wheelie bin. A note will be put in the Bridge magazine reminding of the danger. The terms and conditions notices at each end of the Chapel will be renewed since they are looking faded. A note will be added requesting that no glass vases are placed on plots.