



FARNHAM TOWN COUNCIL

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Notes Cemeteries and Appeals Working Group

Time and date

9.30 am on Thursday 16th January, 2020

Place

Byworth Room - Town Council Offices

Attendees:

Members: Councillors Carole Cockburn (Lead Member), David Attfield, Alan Earwaker, Kika Mirylees and John Neale

Officers: Iain McCreedy (Business and Facilities Manager) and Adrienne Owen (Cemeteries and memorials Administrator)

1. Apologies for Absence

POINTS	ACTION
Apologies were received from Cllr Fraser.	

2. Declarations of Interest

POINTS	ACTION
There were no disclosures of interest.	

3. Minutes of the previous meeting

POINTS	ACTION
The minutes of the last meeting on the 7 th November 2019 were agreed.	

4. Maintenance of the Cemeteries

POINTS	ACTION
<ol style="list-style-type: none">1. Grounds Maintenance,2. The Working Group were informed on how the current maintenance schedule is progressing and noted that the weather	

<p>over the last three months had been very wet and the Council's Outside Workforce had been struggling with the final cut of the grass for the year. The Business and Facilities Manager informed the Working Group that despite the poor weather the Outside Workforce had been able to progress with work in the Garden of Reflection. The Working Group were informed that more white flowering plants will be planted in the next month.</p> <p>3. Railings and the new railings project, The Working Group were shown a quotation from John Cooksley from the Rural Life Centre's Old Kiln Forge regarding the Cemetery gates at West Street and to replace the missing railings in the old part of the Cemetery boundary. The working Group have asked that a more detailed proposal be presented to the next scheduled meeting in April.</p> <p>4. West Street Cemetery improvements, The Business and Facilities Manager asked the Working Group to consider placing new benches into the old part of the Cemetery as there was only one in situ. The Working Group thought that this was a good idea and could be funded from the current Budget.</p>	<p>The Business and Facilities Manager to progress.</p>
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5. Cemetery Regulations

POINTS	ACTION
<p>1. Memorial Planting, The Working Group noted the work Farnham Town Council Officers had undertaken implementing and enforcing the current Rules and Regulations with regard to over planting of graves.</p> <p>2. Memorial Trees, The Working Group were shown 3 quotations from local stonemasons (Stonecrest, Haven and Alan Prince) with regard to the supplying of a Memorial Tree signs to be placed in all Cemeteries denoting the Memorial Tree in that Cemetery for families to place chimes etc onto it. The Working Group preferred the design from Stonecrest asked Farnham Town Council Officers to progress this work and it will be funded within the current financial budget for memorials.</p>	<p>The Business and Facilities Manager to progress</p>

6. Finance

POINTS	ACTION
<p>The Working Group noted the Current financial position. The Working Group asked for a report on the current Fees and charges for the next scheduled meeting.</p>	<p>The Business and facilities Manager to action</p>

7. Recent Appeals

POINTS	ACTION
<p>The Working Group noted that there had not been any recent appeals.</p>	

8. Memorial Update

POINTS	ACTION
<p>The Cemeteries and Memorials Administrator gave a verbal update to the Working Group. The Working Group were informed that memorial testing would be starting in Green Lane Cemetery this year and that a price for the work had been received and another was due in. The Working Group noted the progress.</p>	<p>The Cemeteries and Memorials Administrator to action.</p>
<p>The Working Group agreed that the garden of Reflection Memorial stone should be cleaned regularly to stop the build up of moss and algae.</p>	<p>The Business and facilities Manager to progress</p>

9. Items for future meetings

POINTS	ACTION
<ol style="list-style-type: none">1. Garden of Reflection, The Working Group were shown some designs of Columbaria for the outside edge of the Garden of Reflection. The Working Group discussed the proposal and asked for a report showing design and costings be brought for their consideration at the next scheduled meeting in April.2. Hale Chapels, The Working Group requested the Hale Chapel update be included into the next Scheduled meeting with proposals from Architect Damian Blower.	<p>The Business and Facilities Manager to action.</p>

10. Date of the next meeting

POINTS	ACTION
<p>The date of the next scheduled meeting is the 2nd April 2020</p>	

The meeting ended at 11.00 am

Notes written by Iain.McCready@farnham.gov.uk