



# FARNHAM TOWN COUNCIL



## Notes Cemeteries and Appeals Working Group

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### Time and date

9.30 am on Thursday 28th January, 2021

### Place

Held remotely by Zoom

### Attendees:

Members: Councillors Carole Cockburn (Lead Member), David Attfield, Alan Earwaker, John "Scotty" Fraser, Kika Mirylees, John Neale and Pat Evans (ex-Officio)

Officers: Iain Lynch (Town Clerk), Iain McCready (Business and Facilities Manager) and Adrienne Owen (Cemeteries and Memorials Administrator)

### 1. Apologies for Absence

POINTS	ACTION
No apologies were received.	

### 2. Declarations of Interest

POINTS	ACTION
None received.	

### 3. Minutes of the previous meeting

POINTS	ACTION
The minutes of the last meeting held on the 24 <sup>th</sup> September were agreed.	

### 4. Recent Appeals

POINTS	ACTION
A family who had been invited to appeal in person were not able to attend the meeting and will be invited to the next scheduled meeting.	

Cllr Neale left the meeting at 9:55am

## 5. Hale Chapels

POINTS	ACTION
<p>The Working Group discussed the report from West Waddy Architects on the project they had undertaken in Henley by turning a chapel into a Columbarium for ashes caskets. Officers informed the group on the recent meeting with the Hales Chapels Trust and proposed the idea of keeping one of the Chapels and part demolishing the other which had been discussed by the Working Group at the last meeting. The Trust were open to the ideas set out but would like a wider consultation with Hale residents at the appropriate.</p> <p>The Working Group asked officers to instruct West Waddy Architects to revisit the proposals and provide costings for the following:</p> <ul style="list-style-type: none"><li>• To retain one or both Chapels for Columbaria</li><li>• To retain one of the Chapels and part demolish the other and turn into a landscaped garden.</li><li>• To demolish both chapels</li></ul>	<p><b>Recommendation:</b> Officers to instruct West Waddy Architects to provide costings for the Hale Chapels in line with the Working Group's ideas.</p>

## 6. Maintenance of the Cemeteries

POINTS	ACTION
<p>The Working Group noted the work the Outside Workforce had been undertaking in the Cemeteries over the winter period with the planting of thousands of bulbs within all cemeteries and the planting of 1,000 white flowering bulbs in the Garden of Reflection.</p> <p>Officers informed the Working Group of the work John Cooksley of Old Kiln Forge had started in Green Lane Cemetery with work on the perimeter railings repairs.</p>	

## 7. Cemetery Regulations

POINTS	ACTION
<p>The Working Group noted the recent work undertaken by officers in managing the Council's regulations within the Cemeteries. Officers asked the Working Group to agree to include the following into the Rules and Regulations as they were not currently listed.</p> <ul style="list-style-type: none"><li>• A child memorial headstone for a child plot to be in proportion to the size of the grave.</li><li>• A child grave space to be 6'0" x 3'0" (1.8m x 0.9m)</li></ul>	<p><b>Recommendation:</b> <b>Council to adopt the two additions to the Rules and Regulations regarding children's grave sizes.</b></p>

## 8. Memorial Update

POINTS	ACTION
<p>The Working Group noted the progress of the memorial management within the Cemeteries.</p>	

**9. Financial update and a review of current fees.**

<b>POINTS</b>	<b>ACTION</b>
This item was deferred to the next scheduled meeting.	

**10. Items for future meetings**

<b>POINTS</b>	<b>ACTION</b>
The Working Group requested the report on Columbaria for West Street Cemetery showing costs be produced for the next scheduled meeting.	The Business and Facilities Manager to action.

**11. Date of the next meeting**

<b>POINTS</b>	<b>ACTION</b>
The next scheduled meeting will be on the 1 <sup>st</sup> April 2021.	

The meeting ended at 12.00 pm

Notes written by [Iain.McCready@farnham.gov.uk](mailto:Iain.McCready@farnham.gov.uk)