



FARNHAM TOWN COUNCIL

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Notes Cemeteries and Appeals Working Group

Time and date

9.30 am on Thursday 21st October, 2021

Place

Council Chamber

Attendees:

Members: Councillors Carole Cockburn (Lead Member), David Attfield, Alan Earwaker (ex-Officio), Pat Evans, Mark Merryweather and John Neale

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

1. Apologies for Absence

| POINTS | ACTION |
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| Apologies were received from Cllr Mirylees and Cllr Fraser | |

2. Declarations of Interest

| POINTS | ACTION |
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| There were no declarations of interest. | |

3. Minutes of the previous meeting

| POINTS | ACTION |
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| The minutes of the previous meeting were agreed. | |

4. Cemeteries Update

| POINTS | ACTION |
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| Working Group members were updated on the grounds maintenance programme and noted that whilst "No Mow May" was not pursued by FTC in the cemeteries, experience elsewhere underlined it was difficult to | The Working Group welcomed the Gold awards at this year's SSEiB |

manage and had a knock-on effect afterwards. The Outside Workforce were able to control the spring growth but it was a struggle at times. It was agreed not to focus on “No Mow May” in 2022.

The Working Group were informed of the further planting of the Garden of Reflection of annual planting of spring and summer bulbs. Officers informed the Working Group of the work carried out by the Probation Services in maintaining the Garden of Reflection.

Officers went through the comments of the recent South and South East in Bloom (SSEiB) judges, and the Working Group welcomed the remarks. Officers asked the members if they would consider placing Green Lane Cemetery into next year’s SSEiB competition and this was welcomed.

It was agreed that a cemetery management plan based on the Green Flag template would also be prepared ready for a future submission into the Green Flag awards.

The Working Group discussed the entrance trees at West Street Cemetery. The Assets Task Group had recommended that the trees should be looked at and included within the refurbishment project to restore the Cemetery Gates and pillars. Members were advised the trees were past their prime and were impacting on each other. The Working Group agreed it would be a good idea to look at replacing some of them with mature alternatives at this stage and that any tree that was replaced should be considered for appropriate wood carvings. Officers also informed the Working Group that the quinquennial tree survey would be conducted shortly and the entrance trees would be a part of the survey along with all other trees in the cemeteries. Particular attention would be given to the entrance trees.

Officers gave Members an update on the current status of the Green Lane Cemetery perimeter fence. John Cooksley of Tilford Forge who had successfully tendered the work had nearly completed the railings and gate which were due to be installed in 10 weeks time. In the interim the Outside Workforce would tidy up the fence line and place more appropriate temporary fencing where there were gaps.

and the noted the work the Outside Workforce had achieved throughout the summer.

Green Lane Cemetery to be included in next year’s SSEiB submission.

Officers prepare a cemetery management plan based on the Green Flag template.

It is recommended that some of the conifers at the entrance of West Street Cemetery be removed and replaced with mature trees as part of the cemetery gates refurbishment project.

The Working Group noted the progress of the Green Lane cemetery fence project.

5. Finance and Budget

| POINTS | ACTION |
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| The Working Group reviewed the budget position, and discussed potential reallocations for the property maintenance. | |

6. Risk Assessments

| POINTS | ACTION |
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| The Working Group reviewed the 2021 Risk Assessment and were happy to submit it to Strategy and Finance for adoption. | Officers to progress |

7. Recent Appeals

| POINTS | ACTION |
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| Members noted that there were no current appeals. | |

8. Items for future meetings

| POINTS | ACTION |
|---|-----------------------|
| The Working Group asked Officers to look into placing a Christmas memorial tree at West Street Cemetery and also to arrange a coffee morning with Local Funeral Directors before Christmas. | Officers to progress. |

9. Date of the next meeting

| POINTS | ACTION |
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| The date for the next meeting was agreed as 13 th January 2022 at 9.30 | |

The meeting ended at 10.49 am

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