

Malmesbury Town Council

Minutes of the **Burial Committee Meeting**

Held at Malmesbury Cemetery on **Wednesday 14th June 2023** at 7.00pm.

Present: Councillors C Ritchie (Chair), P Exton, R Hastings, K Power, P Smith, R Sanderson & S D'Arcy

Also present: Claire Mann (Town Clerk)

BC/23/12 To receive apologies for absence

Apologies received from Cllr W Jones

BC/23/13 To receive declarations of interest

None

BC/23/14 Public question time in respect of items included in this agenda

None

BC/23/15 To approve Minutes of the meeting held on 22nd February 2023

The minutes of the meeting held on the 22nd February were approved as a correct record.

BC/23/16 To note income and expenditure report

The Income & Expenditure Report was noted for year end 2023. Members requested that the first quarter financial report for 23/24 is circulated as soon as it is available.

BC/23/17 To note interments and memorials to date

The Clerk had sent figures to the Committee but will prepare a report detailing the last four years data for the next meeting.

BC/23/18 To consider request to install a sign indicating war graves at Malmesbury Cemetery

It was resolved that signs will be requested for the main gate and the top gate by the entrance to Tetbury Hill Gardens.

BC/23/19 To consider further implementation of the Five Year Plan (as agreed 26th October 2022)

It was agreed that most of the proposals put forwards in October 2022 would remain on the plan and others had been discounted at the February. A working group consisting of all members of the Burial Committee would be set up with other interested individuals. The intention of the Burial Committee will be put forward to P&R for the renovation of the Chapel at its next meeting and that an extraordinary meeting of the Burial Committee will be convened in September to begin to formulate the budget request that will be required.

BC/23/20 To note Projects Update

- Damp patches in Chapel – These are now repaired and remain damp free
- Emptying of Chapel – Mowers are still to be sold
- Tap connection at top & cover pipes – This is now completed
- Strip & varnish Chapel Doors – This is in the process of being done and it was resolved to treat with clear Osmo Oil with iron work painted black.
- Sale of mowers – Previously noted
- Repair of paths where tree roots have damaged (long term solution also required) – worst area is now done but Members requested that the same material is used to repair the cracks and gaps on the north/south path adjacent to the road.

- Get Chapel functional – It was agreed that the Committee's intention to restore the Chapel to an attractive and functional condition will be reported to the next P&R meeting. A working group will be set up consisting of members of the Committee and also other interested individuals. An extraordinary meeting will also be convened in September/October to determine the budget required for this project.

Meeting closed at 8.30pm