

Malmesbury Town Council

Minutes of the **Burial Committee Meeting**

Held at Malmesbury Town Hall on **Wednesday 22nd February 2023** at 7.00pm.

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

Also present: Claire Mann (Town Clerk)

BC/23/01 To receive apologies for absence

Apologies received from Cllrs Vandelli, P Smith & W Jones

BC/23/02 To receive declarations of interest

None

BC/23/03 Public question time in respect of items included in this agenda

None

BC/23/04 To approve Minutes of the meeting held on 26th October 2022

The minutes of the meeting held on the 20th July were approved as a correct record.

BC/23/05 To note income and expenditure report

The Income & Expenditure Report was noted. The Clerk was asked to action maintenance work that has been previously identified as soon as possible, there is an underspend in the Cemetery Maintenance code over £2000

It was agreed to bring item 7 forwards on the agenda

BC/23/06 To consider expenditure for sealant for external walls of Chapel

Since the last meeting the Clerk has spoken to builders who stated that the damp issue was caused and exacerbated by the blocked down pipes and old shed. Both issues have now been rectified and the damp is no longer coming through.

BC/23/07 To review Interment/Headstone fees for 2023/24

It was resolved that all fees would be increased by 7.5%, to the nearest £5 or £0.

BC/23/08 To consider installation of memorial wall for cremations

Members noted the report and it was resolved not to pursue this project.

BC/23/09 To receive update on the work of the Family History Group

Cllr Ritchie reported that several graves with local interest have been researched by the group so far. The graves are plotted on the Explore Malmesbury App with some detail. Further information will be available at a future meeting

BC/23/10 To note correspondence and consider next steps of cemetery Conservation Plan and planned work to Cemetery and Chapel

Correspondence from the Group was noted and it was agreed to plant seven Silver Birch Trees in the top left corner of the new extension to assist with 'softening' the boundary between the two areas.

BC/23/11 To consider Committee requirements of Public Relations & Communications provision as discussed at P&R on the 4th January 2023

Following discussion, it was agreed that between 1 and 2 announcements of upcoming activities and events per year would be required to include the work of the Cemetery Conservation group and approximately 1 issue per year would arise that would require a quick public response.

Meeting closed at 8pm