

CEMETERY & ALLOTMENTS COMMITTEE

Minutes of the meeting of the Cemetery & Allotments Committee held at the Community Rooms, Pavilion, Soham on Monday 18 February 2019.

Present: Cllr G Fisher (Chair), Cllrs P Lane, H Ross, C Warner, C Palmer, G Dyer and Mesdames R Aitchison & L Johnston

CA01/19 **PUBLIC COMMENT TIME**

No comments were received from members of the public.

CA02/19 **APOLOGIES FOR ABSENCE OF COUNCILLORS.**

Apologies were received from Cllrs Chapman & Horman and duly approved by the members.

CA03/19 **DECLARATIONS OF INTEREST**

There were no declarations made by members to items on the agenda.

CA04/19 **MINUTES OF MEETING HELD 15 OCTOBER 2018**

Minutes of the meeting of the 15 October 2018 having been previously approved by full council at its November 2018 meeting were received by committee members.

CA05/19 **MATTERS ARISING FROM THE MINUTES**

a) **Cemetery upgrades including electrics, electric gates, DDA compliant path and toilet**

NOTED electrical supply works by Network Power, in anticipation of official planning application approvals, due to commence Wednesday 20th February 2019 (Fordham Rd) with anticipated one days disruption to entrance area.

NOTED an indicative costing for entire work programme provided by Architects (circa £150K) and agreed that next financial year work elements be concentrated on are provision of DDA compliant toilet and electric/automatic entrance gates (normal financial regulations- 3 quotes to apply)

NOTED that should electrical (utility) provision proceed to the South Chapel which would be beneficial in rectifying the damp and flint deterioration issues it would be the responsibility and at the cost of the Trustees of North Chapel to establish their own connection and independent consumer meter for similar benefit.

APPROVED TO RECOMMEND TO COUNCIL that when the North Chapel is refurbished that marble memorial inscribed plaques, subject approval of uniform size and payment of appropriate fee (tba) will be allowed to be installed on the interior walls.

NOTED WITH A VOTE OF THANKS to Trustees that whilst the South Chapel is undergoing repairs and is out of use/commission that the North Chapel may be used (any payments for such to be by separate negotiation and arrangement with Funeral Directors and Trustees).

b) **Compost Bin Provision (Berrycroft)**

NOTED & APPROVED Cllr Warner's proposed plan, position and costings of £780 inc vat (to be taken from the allotment surplus carry forward) for installation of an extremely large 2 bay wooden compost bin at Berrycroft.

NOTED Cllr Warners confirmation that there was suitable levels of volunteers from current allotment holders at this site to undertake works FOC.

APPROVED these works need to be ideally completed in March 2019 and that the ground staff where possible in assist with removing current debris which has been left in this area by tenants at this allotment site.

CA06/19

ALLOTMENT ISSUES

NOTED WITH A VOTE OF THANKS Assistant Clerk's summary report after her recent annual walk-about at Berrycroft Allotments

- currently 41 plots of the 43 plots (between 5.5 and 20 pole in size) are tenanted with two vacant ones awaiting confirmation from residents on waiting list.
- 3 plots being in an unsatisfactory/unkept condition and noted Assistant Clerks action of issuing notification of breaches to those plot-holders (one indicating termination of tenancy and that others would undertake remedial works once the weather improved -situation to be monitored by Office.
- There is better 'sense of community' and tenant ownership on this site as compared to Weatheralls (see below)

NOTED the Weatheralls allotment site remains problematic and in poor condition due to a number of issues: the lack of care and attention by the town council and tenants; flytipping problems due to the area not being enclosed or adequately fenced/secured; large proportion of plots not tenanted due to the queries/issues/uncertainties/concerns arising over the Eastern Gateway development

APPROVED that allotment on this site availability be advertised on the town council's website.

CA07/19

OTHER URGENT ISSUES

NOTED allotment tenancy agreements and burial regulations at the cemetery (Fordham Rd) are now current and compliant with current legislation including automatic annual fee and rate rises

NOTED that matters regarding the allotments and cemetery are considered as now to operate under normal business activities for the town council's offices (Clerk and Assistant Clerk).

NOTED that current schedule of Standing Committee meetings throughout the year (quarterly) is inadequate in providing and assisting with timely recommendations and approvals to advance those strategic decisions taken by full council.

NOTED that no member is willing to assume responsibility for these strategic issues and their progress in a timely manner.

NOTED that as consequence of these limitations that the Finance & Policy Committee of which the Chairperson of the Cemetery & Allotment Committee is a member is having to take decisions and approvals (for subsequent ratification by full council at its next/following meeting)

APPROVED TO RECOMMEND to council that the standing committee of the Allotments and Cemetery should remain with a minimum quorate membership (3) and with an elected (yearly) Chairperson who would have the autonomy, responsibility and authority to call committee meetings¹ on an 'as and when' and not as

currently the automatic quarterly basis, to represent the committee at monthly Finance & Policy meetings under its terms of reference NOTED & STRESSED that the members of the Allotment and Cemetery Committee and members of the public remain entitled and encouraged to attend to observe the monthly Finance & Policy Committee meetings (to observe but without permission not able to participate).

CA08/19

DATE OF NEXT MEETING

NOTED WITH A VOTE OF THANKS to Cllr Fisher who has in the last year stepped in as Chairperson and has had to deal with some quite difficult and upsetting issues arising at the cemetery.

UNDER APPROVAL CA 07/19 noted the next meeting of the Cemetery and Allotments Committee to be advised.

The meeting closed at 7:50pm