

ELLESMERE TOWN COUNCIL CEMETERY WORKING GROUP
MINUTES OF MEETING HELD ON 4th April 2019
AT ELLESMERE TOWN HALL

Members Present:

Chair : John Baker

Vice Chair : John Frost

Councillors : Pat Clubbe, Graham Dyke, Kay Egerton, Geoff Elner, Paul Goulbourne

Public Participation Session

No members of the public were present this evening.

Apologies Received

Apologies had been received from Councillors Jen Clayton and Anne Wignall. Councillor Judith Williams had previously given her apologies to the Cemetery Co-ordinator but had subsequently resigned as an Ellesmere Town Councillor.

Disclosure of Pecuniary Interests

Councillor Kay Egerton declared an interest in items 6 and 7 on tonight's Agenda as her son Chris Egerton was contending for both as a possible contractor.

Public Participation Session

Nothing further was discussed.

09/19 Minutes

RESOLVED: that the minutes of the meeting held on 7th February 2019 are confirmed, approved and signed.

10/19 Matters Arising

No specific matters were raised

11/19 Grounds Maintenance

Councillor Egerton left the room for this item.

Councillors were advised that Councillor Baker, Councillor Frost and the CC had met with three contractors who had responded back as being interested in being considered for the proposed new grounds maintenance contract at the cemetery (an updated job specification had been sent to Councillors previously). The three contractors concerned were Greenfingers Landscape Limited (Steve Higginbottom), Groundforce Landscape Limited (Gary Jones) and The Little Big Tree Company (Chris Egerton). Subsequent to this meeting Greenfingers confirmed that they did not wish to quote for the new contract which would begin on 1st June 2019. Hence, Councillors this evening considered the two quotes the CC had received from Gary Jones and Chris Egerton. One of these quotes was some £1,500 more expensive than the other. After due discussion Councillors stated that their preferred contractor was Groundforce Landscape Limited. They also expressed the wish to have the new contract as an ongoing annual rolling contract. The CC will now speak to Jo Butterworth (acting Town Clerk) regarding the matter which will be decided by Ellesmere Town Councillors at their next due meeting in May.

12/19 New Grave Space

Councillor Egerton left the room for this item.

The CC advised Councillors that he had contacted five prospective contractors regarding the removal of one of the tarmac paths (and underlying hard core) in the A-F Section of the cemetery with the area being re-instated with topsoil and turf to allow for additional grave space in two or three years. Also included within the job specification was the removal of an existing conifer tree (just opposite to the relevant path at its top end and close to the road hedge) together with its roots and re-instatement of

this are with topsoil and turf. The removal of a plant growing between the conifer tree and the old cemetery wall corner, together with the removal of a small amount of clay spoil adjacent to the wall corner were also included in the job specification. The CC advised Councillors that only two of the contractors had responded with a quote and these were Chris Egerton and Carl Dulson. One quote (that of Chris Egerton) had allowed for a greater depth of hard core to be removed and thus more topsoil to be required during re-instatement. When compared to the cost quoted by Carl Dulson (and allowing for a reduction in the amount of both hard core to be removed and topsoil to be used) on a like for like basis the quote from Chris Egerton was less. He had also included in his quote an allowance for the daily watering of the new turf for a period of three weeks if this was required due to weather conditions. Councillors felt that perhaps the work should begin in September this year when the weather may assist with the natural watering of any newly laid turf. Again, after due discussion Councillors stated that their preferred contractor for this work would be Chris Egerton. The CC will also speak to Jo Butterworth regarding this which, again, will be decided by Ellesmere Town Councillors at their next due meeting in May.

13/19 Memorials Testing

It was agreed by Councillors to hold this matter in abeyance until the views of the new Town Clerk, once appointed, could be ascertained in due course.

14/19 Financial Information received from ETC

The CC advised Councillors that, since Mandy Evans' recent resignation, no financial information had been received from Ellesmere Town Council.

15/19 Cemetery Fees and Charges (1st April 2019 to 31st March 2020)

The CC advised Councillors that the existing fees and charges had largely remained the same for the past five or six years. Councillors discussed the matter and agreed to increase all the main fees by 5% (rounded either up or down to the nearest £5 or £0) with the charge for the hire of the cemetery chapel rising from £75 to £80. The burial search charges would remain the same. The CC will amend the list of charges and update all relevant parties with the details.

16/19 Cemetery Co-ordinator's Report

The CC advised Councillors that, since the meeting on 7th February there had only been two interments. Both of these were cremated remains interments (one into an existing plot in the original Memorial Garden and the other into a grave in the old G Section).

The CC advised that Greenfingers did not appear to have done any grounds maintenance work in recent weeks and the current state of the cemetery reflects this. The CC gave Councillors a copy of the wording he had sent in an e-mail to Steve Higginbottom of Greenfingers and advised that he had received an automated response back to say that SH was away until 7th April. The CC shall await his response and will react accordingly if necessary.

Income received by the CC for the whole of the year 1st April 2018 to 31st March 2019 was :

Interments	£5,990.00
Headstones / MV	£2,760.00
Chapel use	£ 75.00
<u>Total</u>	<u>£8,825.00</u>


17/19 Correspondence received to date

The CC advised Councillors that no correspondence specific to the CWG had been received since our last meeting.

Date of next scheduled meeting

Thursday 30th May 2019 (annual meeting) at 7.00 p.m. in Ellesmere Town Hall.

End of meeting.



30/5/2019