

**ELLESMERE TOWN COUNCIL CEMETERY WORKING GROUP
MINUTES OF ANNUAL MEETING HELD ON 30th May 2019
AT ELLESMERE TOWN HALL**

Members Present:

Chair : Paul Goulbourne

Vice Chair : Graham Dyke

Councillors : John Baker, Jen Clayton, Pat Clubbe, Kay Egerton, John Frost & Anne Wignall

Public Participation Session

No members of the public were present this evening.

18/19 Election of Chair for 2019 / 2020

Councillor Frost proposed that Councillor Goulbourne should be Chair for the next three years. This was seconded by Councillor Wignall with all in favour. With no other nominations being received Councillor Goulbourne was installed as Chair. Councillors and the Cemetery Co-ordinator expressed their thanks to Councillor Baker for his dedicated service as Chair for the past two years.

19/19 Election of Vice Chair for 2019 / 2020

Councillor Baker proposed that Councillor Dyke should be Vice Chair for the forthcoming year. This was seconded by Councillor Clubbe with all in favour. With no other nominations being received Councillor Dyke was installed as Vice Chair.

Apologies Received

No apologies had been received for tonight's meeting.

Disclosure of Pecuniary Interests

No disclosures were made.

Public Participation Session

Nothing further was discussed.

20/19 Minutes

RESOLVED: that the minutes of the meeting held on 4th April 2019 are confirmed, approved and signed.


21/19 Matters Arising

No specific matters were raised

22/19 Grounds Maintenance

The Cemetery Co-ordinator advised Councillors that ETC had now formally approved their preferred choice of grounds maintenance contractor, Groundforce Landscape Limited (Gary Jones), for the period 1st June 2019 to 31st May 2022. The CC advised also that, due to financial regulations, the contract would have to be for the full three year period but may be determined by either party with six months' notice in writing. The agreed contract amount payable for each of the three years would be £13,450 plus VAT.

Councillor Baker and the CC had met with Gary Jones earlier today to discuss some salient points and allow Gary to sign the contract. It was apparent that Gary had already given quite some thought to the matter and had already decided on various timescales of operation to carry out the work over the whole of the year. As Greenfingers, coincidentally, were on site today to carry out the last cut of their contract Gary advised that his first cut would be in two weeks' time.



23/19 New Grave Space

The CC advised Councillors that ETC had also formally approved their preferred choice, The Little Big Tree Company (Chris Egerton), to remove one of the existing tarmac paths towards the top of the cemetery and re-instate the area with topsoil and turf in order that it may be usable as grave space in two to three years hence. At the same time as doing the path Chris was also asked to remove an existing conifer tree, together with its roots, close to the road hedge and adjacent to the remains of the original cemetery wall corner. A plant growing between the conifer and cemetery wall corner will also be removed and the area will be re-instated with topsoil and turf similar to the new pathway. Councillors agreed to ask Chris to carry out this work towards the end of August or beginning of September. The CC will contact Chris in this regard.

24/19 Financial Information received from ETC

The CC advised Councillors that ETC's year end was 31st May. Once the new Clerk, Joanne Butterworth, has finalised the accounts with the auditor we should start to get regular monthly updated financial information in future.

25/19 Cemetery Co-ordinator's Report

The CC advised Councillors that, since the meeting on 4th April, there had only been one interment. This was a re-opening for a coffin in the N Section.

Carole Youngs, local history volunteer, had been in contact with the CC to advise that, for one of Ellesmere Library's local history events, they have arranged a tour of the cemetery with Ann Harris on Saturday 20th July from 11 a.m. to 1 p.m. and any interested parties were welcome to attend.

Sandra Wynn (Bowen Son & Watson) had been in contact with Jo at ETC to advise that she had carried out an inspection of Cemetery Lodge on Tuesday and reported that the tenants are still very happy at the property which is being kept in good order. She had met with Gerald who pointed out that part of the gutter at the rear of the property had broken and fallen down. On inspection it would appear that the gutters are in poor condition and need replacing. It was also noted that there is some damp around the window in the entrance hall which the tenants had been attending to. Councillors discussed the situation and felt that the gutters and rainwater downpipes should be replaced with similar imitation "cast iron" plastic guttering and pipework as had been placed on the cemetery Chapel a few years ago. This work had been undertaken by Dulson & Jones and it was agreed that, in the first instance, the CC should ask Carl Dulson for a quote to do this work and also see if he may be able to assist with the damp in the window. Councillor Dyke gave the CC the telephone number of another contractor in case Carl was unable to carry out the work within a reasonable timescale.

Income received by the CC for the year to date is :

Interments	£ 290.00
Headstones / MV	£ 170.00
Chapel use	£

<u>Total</u>	<u>£ 460.00</u>
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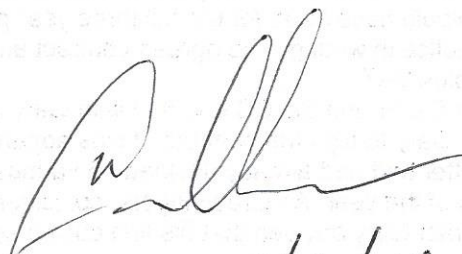
26/19 Correspondence received to date

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

Date of next scheduled meeting

Thursday 25th July 2019 at 7.00 p.m. in Ellesmere Town Hall. This will be preceded by Councillors' annual visit to the cemetery at 6.00 p.m.

End of meeting.



25/7/19