ELLESMERE TOWN COUNCIL CEMETERY WORKING GROUP
MINUTES OF MEETING HELD ON 20th July 2023
AT Swan Hill Cemetery, Ellesmere.

Members Present:

Chair: P Goulbourne (Chair)

Councillors: Graham Dyke (Vice-Chair) John Baker, John Howard, Geoff Elner, Tony Richardson.

Officers: Jo Butterworth, Town Clerk (TC) & Andy Chatting, (CCO).

Public Participation Session.

No members of the public were present.

CWG 07/23/01 To receive apologies and reasons for absence.

Apologies were received from Kay Egerton (holiday), Anne Wignall (holiday) and Graham Hutchinson (prior appointment). Noted and approved by P. Goulbourne and J. Howard.

CWG 07/23/02 Disclosure of Personal and Prejudicial Interests.

No disclosures were made.

CWG 07/23/03 Grant Dispensations.

None requested.

CWG 07/23/04 Minutes.

To read and confirm the minutes of the Cemetery Working Group Meeting held on Thursday 19th June 2023.

Moved by Cllr T. Richardson, seconded by Cllr G. Dyke.

RESOLVED: that the minutes of the meeting held on the 19th of June be signed as a true and accurate record.

CWG 07/23/05 - Finance.

To note payments made during May and June 2023. These were noted.

CWG 07/23/06 – CCO report.

The report was noted with no further discussion taking place about it.

CWG 07/23/07 –Exclusion of requests for burial interments to certain parties.

Cllrs discussed the issue of ensuring that people from Ellesmere Town and Rural parishes continue to have the option to be buried at Swan Hill for as long as possible. Currently the cemetery offers coffined burial to people from outside Ellesmere Town and Rural parishes with the permission of the CCO/CWG.

However, it was suggested that to ensure that local people could be permitted a coffined burial for as long as possible; one option would be to exclude requests for burial to people from OUTSIDE Ellesmere Town and Rural parishes.

Until either new space can be allocated within the existing cemetery or new land developed on a new site the Cllrs decided to place a temporary restriction on non-residents of Ellesmere Town and Rural parishes being buried in new graves.

This temporary exclusion was proposed by P. Goulbourne and seconded by G. Elner. Cllrs voted unanimously for this exclusion to be considered by full Council.

N.B. This decision related ONLY to new coffined burials. Policy in relation to interments of cremated remains AND re-openings of existing graves to accommodate bodies or cremated remains is unaffected.

CWG 07/23/08 – Cemetery Regulations (to include exclusion to non-residents).

The Cemetery Regulations that were re-drafted by The Cemetery Regulations Working Group on 6th June 2023 were discussed with the addition of a section being included to include the recommendation to exclude people not from Ellesmere Town and Rural parishes.

The members of the CWG recommended that these new regulations be submitted for approval to Council.

CWG 07/23/09 – Refreshed Notice of Internment form.

The Cllrs were provided with a refreshed NOI form. The implementation of this form was proposed by P. Goulbourne and seconded by G. Elner. The remaining Cllrs voted for its adoption.

CWG 07/23/10 – To note CDS survey quote.

Cllrs noted the CDS survey quote dated 28/6/23. Discussion took place about the cost of the GPR survey (£4915.00) which appeared to be higher than initially envisaged. Discussion also focussed on the cost that CDS had included in relation to their mileage.

Cllrs directed that the CCO make enquiries to explore the possibility that GPR surveys could be carried out at less cost.

CWG 07/23/11 – Additional Cemetery Maintenance.

This item was included to discuss the forming of a group taken from the CWG to carry out a tidy-up of the cemetery and at the same time to note the graves not complying with the cemetery regulations. Cllrs decided that the first visit to the cemetery for this purpose would take place on 31st July 2023 and that before any tidying took place the CCO would be asked to advertise the fact that the exercise would be taking place via posters, social media and the Council's website.

CWG 07/23/12 – Cemetery Fees.

Cllrs discussed the possibility of increasing cemetery fees. The Cllrs directed that the CCO research neighbouring fees at cemeteries close to Ellesmere to see how their fees compared. The CCO was asked to bring that forward by way of report for the next meeting.

CWG 07/23/13 – Press Release.

In lieu of the planned Public Meeting Cllrs noted a draft Press Release that had been provided by the CCO. Cllrs edited the press release to their satisfaction during the meeting and recommended that it be published soonest and any public meeting mbe postponed until a later time. This was proposed by Cllr Goulbourne and seconded by Cllr Elner.

CWG 07/23/14 – The 'Blaney Bench'.

Cllrs noted the email from the Blaney family representative offering wither to have the bench removed from the cemetery o to hand it to the council to maintain. It was proposed by Cllr Goulbourne that the bench be taken into the CWG's keeping. This was seconded by Cllr Howard and unanimously agreed upon.

CWG 07/23/15 - Future agenda items

No items were proposed for future inclusion on the next agenda.

CWG 07/23/16 – Next meeting.

To be held on Thursday 29th September at 7:00pm.

The meeting ended at 7:50 pm.

Chair……

Date……