



# Banwell Parish Council

Banwell Youth & Community Centre  
West Street, Banwell. BS29 6DB

Telephone: (01934) 820442

Email: [clerk@banwellparishcouncil.org.uk](mailto:clerk@banwellparishcouncil.org.uk)

**MEETING:** Cemetery and Memorials Working Group.

**DATE & TIME:** Thursday, 17<sup>th</sup> October 2019 at 7pm.

**LOCATION:** Banwell Youth & Community Centre, West Street, Banwell.

**PRESENT:** Parish Councillors, Paul Blatchford (Chairman) & Paul Harding, Maggie McCarthy plus, co-opted member John Keate (Church Orderly).

## NOTES

### **12/19 To receive apologies for absence (agenda item 1)**

Apologies were received from Cllr Adams & Davies co-opted member Richard Tolmie.

### **13/19 To receive members' declarations of interest on any agenda item (agenda item 2)**

John Keate declared an interest in all agenda items.

### **14/19 To approve the notes from the last Cemetery Working Party on June 25<sup>th</sup> 2019 (agenda item 3)**

**Resolved:** To approve the notes as a true record of the meeting of the Cemetery Working Party on June 25<sup>th</sup> 2019.

**The resolution was correctly proposed and seconded (unanimous)**

The Chairman signed the notes

### **15/19 Matters for Information / Clerks Report (agenda item 4)**

- i. **Cemetery East Wall**– whilst work was completed on the Cemetery Wall it was noted that ivy and brambles on the East Wall might affect the integrity of the wall and should be cleared. The Clerk will write to the person responsible for the field.

### **16/19 To discuss and suggest a way forward in relation to the interment of ancient remains (agenda item 5)**

The Chairman gave a brief report concerning the meeting he, the Clerk and Cllr McCarthy attended with Border Archaeology. They would like to bury the ancient remains, found in Banwell in 2012, in the Cemetery and organise a celebratory reception afterwards. They were prepared to bare all costs involved.

**Resolved:** To recommend to Council that they wave the interment and memorial fee for the burial of the ancient remains.

**The resolution was correctly proposed and seconded (unanimous)**

**17/19 To discuss and suggest a way forward in relation to the Governments Children Funeral Fund (agenda item 6)**

The Chairman gave a brief report on the new Governments Children's Funeral Fund which mean that parents losing a child would no longer have to pay funeral costs. It was noted that in Banwell Cemetery currently parents do not pay a fee for the under 2's but that between 2 and 18 there is charge of £80.

**Resolved:** To recommend to Council that they permanently wave the interment and memorial fee for the interment of all children under the age of 18.

**The resolution was correctly proposed and seconded (unanimous)**

**18/19 To discuss and suggest a way forward in relation to the purchase of a Memorial Stone for still born children to be located in the Children's Section (agenda item 7).**

The Clerk updated the meeting that she had been approached by the Church about having a memorial to still born children in the Children's Section of the Cemetery where parents could remember those that they have lost. It was questioned whether the Churches Children's Section would be a more appropriate location.

**Resolved:** The Clerk to liaise with the Church concerning possible locations.

**The resolution was correctly proposed and seconded (unanimous)**

**Cllr Harding joined the meeting**

**19/19 To discuss and suggest a way forward in relation to the inspection of the War Memorial (agenda item 8)**

**Resolved:** to ask War Memorial Conservation Co. to provide a free desk top quote for any works needed and the clerk to liaise with the Royal British Legion as to whether they have a War Memorial specialist who would inspect the War Memorial.

**20/19 To review and recommend approval for the following documents (agenda item 9)**  
ii. **Cemetery Regulations**

**Resolved:** To recommend to Council the approval of the Cemetery Regulations with the following changes;

4.7.7 remove 'All funerals will be met by a member of staff from Banwell Parish Council Cemetery. No burial will be allowed to proceed unless accompanied by the Clerk / Cemetery Orderly'.

4.13.2.2 remove 'Cemetery and War Memorials working party' and put Parish Council / Cemetery Orderly and check numbering.

5.2.10 change his/her to their

5.5.3 remove and change numbering

6.1 removal of the words industry and standard

**The resolution was correctly proposed and seconded (unanimous)**

iii. **Memorial Inspection Risk Assessment**

**Resolved:** To recommend to Council the approval of the Memorial Inspection Risk Assessment

**The resolution was correctly proposed and seconded (unanimous)**

iv. **Grave ownership and Deed Transferral**

**Resolved:** To recommend to Council the approval of the Grave ownership & Deed Transferral.

**The resolution was correctly proposed and seconded (unanimous)**

v. **Transfer of Deed Ownership Request**

**Resolved:** To recommend to Council the approval of the Transfer of Deed Ownership Request Form.

**The resolution was correctly proposed and seconded (unanimous)**

**21/19 To suggest any work needed on the paths, trees, garden and the compost area in the Cemetery (agenda item 10)**

It was noted that weeds are growing through the paths the Cemetery orderly will clear them later in the year.

**22/19 To note the Cemetery and Memorials Budget (agenda item 11)**

The budget was noted

**23/19 Date of next meeting (agenda item 12)**

21<sup>st</sup> October 2019 – Parish Council Meeting, 7:30pm Banwell Children's Centre  
TBD May 2020 Banwell Cemetery & Memorials Working Party, 7pm Banwell Cemetery.

The Chairman closed the meeting at 20:00

.....Chairman

.....Date