



Banwell Parish Council

Banwell Youth & Community Centre

West Street, Banwell. BS29 6DB

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MEETING: Cemetery and Memorials Working Group.

DATE & TIME: Monday, 27th September 2021 at 7pm.

LOCATION: Banwell Cemetery, St Andrews Church, Church Street, Banwell.

PRESENT: Parish Councillors, Paul Blatchford, Paul Harding & Maggie McCarthy: plus co-opted member John Keate (Cemetery Orderly) and Liz Shayler (Clerk).

Before the meeting began it was agreed that Cllr Blatchford would chair the working party

NOTES

01/21 To receive apologies for absence (agenda item 1)

Apologies were received from Cllr Harding

02/21 To receive members' declarations of interest on any agenda item (agenda item 2)

John Keate as Cemetery Orderly declared an interest in all matter of expenditure.

03/21 To approve the notes from the last Cemetery Working Party on October 17th 2019

04/21 Matters for Information / Clerks Report (agenda item 4)

- i. **Vandalism** - The Clerk informed the Working Party of the seemingly targeted vandalism of one of the plaques on the benches in the cemetery.
- ii. **Burial of archaeological remains** – the Clerk was asked to find out whether this was still going to occur.
- iii. **Cemetery signs** – a sign 'fragile roof' had been purchased for the Cemetery shed and the Clerk was asked to investigate changing the sign at the front entrance to include the remembrance garden.
- iv. **Annual cemetery and memorials safety check** - Given the weather John Keate had undertaken the annual check earlier in the day. He was thanked for completing it. The Clerk was asked to obtain quote to have the stones checked and repaired.

05/21 To review and recommend approval for the following documents (agenda item 5)

- i) Interment Application Form
- ii) Memorial Application Form
- iii) Cemetery Regulations
- iv) Bench Application Form
- v) Memorial Inspection Risk Assessment
- vi) Transfer of Grave ownership

Resolved – The forms above were reviewed and recommended for approval with an alteration of payment to BACs only.

The resolution was correctly proposed and seconded (unanimous)

06/21 To suggest any work needed on the paths, trees, garden and the compost area in the Cemetery (agenda item 6)

Compost Bins - it was felt that the compost bins were coming to the end of their life. A green bin had been sourced and would be emptied regularly and the compost bin removed when appropriate.

Moss – The Cemetery Orderly will spray the moss on the path in the coming month.

Trees – the Clerk informed the working party that the trees would be checked in the spring this year so that they are checked in different seasons.

Remembrance Garden – The Clerk was asked to contact the person maintaining the Memorial Garden to see if they require any funding for either this or next financial year. The Cemetery Orderly will source some soil to help cover the scattered remains.

07/21 To note the Cemetery and Memorials Budget and income and to agree a suggested budget for 2022/23 (agenda item 7)

The budget was noted

08/21 Date of next meeting (agenda item 8)

TBD May 2022 Banwell Cemetery

The Chairman closed the meeting at 19:20

.....Chairman

.....Date