



Banwell Parish Council

Banwell Youth & Community Centre

West Street, Banwell. BS29 6DB

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MEETING: Cemetery and Memorials Working Group.

DATE & TIME: Wednesday, 18th October 2023 at 5pm.

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

PRESENT: Parish Councillors, Paul Blatchford (Chairman), Steve Davies, Kevin Gibbons and Maggie McCarthy; plus co-opted member John Keate (Cemetery Orderly).

Also present: Liz Shayler (Clerk) and a member of the public.

NOTES

11/23 To receive apologies for absence (agenda item 1)

Apologies were received from Cllr Paul Harding.

12/23 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.

13/23 To agree the notes of the meeting held on the 4th of July 2023 (agenda item 3)

Resolved: To agree the notes of the meeting held on the 4th of July 2023.

The resolution was correctly proposed and seconded (unanimous)

14/23 Matters for Information / Clerks Report (agenda item 4)

i) **Interment of archaeological remains.**

Border Archaeology have agreed to pay the cost of the Grave digger at £120.00. They checked with the Osteologist in reference to the orientation of the remains. The conclusion reached is that as the bones are not full skeletons and are contained within three boxes, the orientation is not relevant. The suggested wording for the stone is still awaited.

ii) **Remembrance Garden**

Thanks was given to Cemetery Orderly for the removal of the wasps nest and for clearing the grass before a scattering in September.

iii) **Signage**

The new sign is now up although one of the posts is a little unstable. The cemetery orderly to assess and stabilise.

iv) **A grave in the unconsecrated area**

Concern was raised by a member of the public that their grave had been cleared. This had not been undertaken officially and so the resident was going to leave a little note with any memento.

15/23 To review the current Cemetery Fees and suggest any changes to the Parish Council for adoption (agenda item 5).

Resolved: To recommend to the Parish Council that the cost of exclusive rights of burial, interments and memorials remain the same but to introduce a £30 charge for pre-purchased graves to include a grave marker and £30 for bench plaques (application & fitting only).

The resolution was correctly proposed and seconded (unanimous)

16/23 To review and recommend approval of the following documents (agenda item 6)

i) Cemetery Regulations

Resolved: To recommend approval of the Cemetery Regulations.

The resolution was correctly proposed and seconded (unanimous)

ii) Memorial Inspection Risk Assessment

Resolved: To recommend approval of the Memorial Inspection Risk Assessment.

The resolution was correctly proposed and seconded (unanimous)

17/23 To suggest any work needed on the paths, trees, garden and the compost area in the Cemetery (agenda item 7)

i) Moss

The Cemetery Orderly has given the moss a treatment today.

ii) Trees

The tree report had been received with no suggested works to the cemetery trees except for the removal of the chain around the tree. It was suggested the bench be moved adjacent to the wall.

18/23 To note the work to the Memorial Gate and suggest any work needed on other memorials around the Parish (agenda item 8).

Cllr Bailey will be restoring the Jubilee Gates. The Clerk to liaise with the Kathleen Jones Trust who are reviewing the memorials on Riverside.

19/23 To agree an additional set of cremated remains plots as you enter the Cemetery in line with the Cemetery sign (agenda item 9).

Resolved: To agree an additional set of cremated remains plots as you enter the Cemetery in line with the Cemetery sign.

The resolution was correctly proposed and seconded (unanimous)

20/23 To note the Cemetery and Memorials Budget and income and to agree a suggested budget for 2024/25 (agenda item 10)

The Cemetery and Memorials Budget and income were noted and to agree a suggested budget for 2024/25 of £7900.

19/23 To note the annual memorial inspection undertaken on the 6th of October 2023 (agenda item 11).

The Annual memorials safety inspection was noted. It was observed that there had been further disintegration to Warner (70) which would now require a ground anchor. Also, that ground anchor work would be required for Willan (364), Yeeles (237) & Grover (244).

20/23 Date of next meeting (agenda item 12)

TBD May 2024 Banwell Cemetery

The Chairman closed the meeting at 17:45

.....Chairman

.....Date

Banwell Parish Council
Summary of Receipts and Payments
 Cost Centre Group - Cemetery working Group

6 June 2024 (2024-2025)

Cemetery & Memorials

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
101	Cem Grass Cutting				1,950.00	325.00	1,625.00	1,625.00 (83%)
102	Cem paths / trees / garden				300.00		300.00	300.00 (100%)
103	Cem making up graves				200.00		200.00	200.00 (100%)
104	Cemetery / Memorial Maintenance				5,000.00		5,000.00	5,000.00 (100%)
105	Env Fee				2,045.00		2,045.00	2,045.00 (100%)
106	Cemetery software				450.00		450.00	450.00 (100%)
SUB TOTAL					9,945.00	325.00	9,620.00	9,620.00 (96%)

Cemetery Income

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
110	Cemetery Income		83.74	83.74				83.74 (N/A)
111	Cemetery Bank interest							(N/A)
SUB TOTAL			83.74	83.74				83.74 (N/A)

Summary

NET TOTAL		83.74	83.74	9,945.00	325.00	9,620.00	9,703.74 (97%)
V.A.T.							
GROSS TOTAL		83.74			325.00		