



CEMETERY COMMITTEE
Local Government Act 1972 section 101
Committee members:
Cllr Stewart; Cllr Whittaker; Cllr Johnson

EPWORTH TOWN COUNCIL

Minutes of a Cemetery Committee meeting of Epworth Town
Council held on **Wednesday June 26th 2019 at 7pm at Cemetery Lodge.**

**Cemetery Lodge
Burnham Road
Epworth
Nr. Doncaster
North Lincolnshire
DN9 1BY**

Tel: (01427) 872086

This Council supports the rights of anyone to record this meeting but advises that anyone so recording cannot disrupt the meeting by means of the recording and expresses hope that the person (or persons) carrying out the recording have obtained the necessary legal advice, for themselves, to ensure they understand the rights of any member of the public who may be present who do not wish to be filmed or recorded.

Public Participation session: Residents are invited to give their views and question the Town Council on issues on this agenda or, issues for future consideration. **(Members of the public are reminded that each presentation should take no more than three minutes).**

Mr J Whittaker: spoke about the Cemetery Risk Assessment which in his opinion was “not good enough”. The clerk was untrained on risk assessments. Some councillors have accepted the risk assessments in the past who may not have understood the document requirements. He “encouraged” the committee not to accept the document and suggested that either the clerk receive training on risk assessments or that the council “buy in” some-one qualified to produce a good standard of document. Committee to consider, full council to discuss. Mr Whittaker then left the meeting.

- 1. To elect** a new Committee Chairman. Cllr Johnson proposed Cllr Stewart for Committee Chairman seconded by Cllr R Whittaker and **RESOLVED**.
- 2. To record** the names of members present. Cllrs Stewart, Johnson and R Whittaker.
- 3. To receive** apologies for absence. All present.
- 4. To receive** declarations of interest (*existence and nature with regard to items on the Agenda Localism Act 2011*). None declared.
- 5. To receive notification of dispensations** approved by the clerk with reference to items on the agenda (*Code of Conduct and Localism 2011*). None requested.
- 6. Provision of new storage facilities** (to receive information on prices from the clerk and resolve next step); after considerable heated discussion the committee **RESOLVED** to recommend the purchase and installation of the “Centurion plus 2” size 6”7 x 5”2 x 14”6 At £1615.00 (February 2019) £2000.00 allowed in precept.
Clerk to enquire about full installation cost and confirm delivery FOC and current price.
- 7. Purchase of top soil:** to discuss possible suppliers (clerk has contacted various companies) and resolve purchase. After long discussion committee **RESOLVED** to recommend that the clerk contact “Pro-turf” at West Stockwith to purchase 1.5t of soil at £50.00 including delivery plus VAT
- 8. Chapel of Rest refurbishment**
 - (a) to discuss final requirements prior to arrangements for open day. Clerk still to obtain door mat. Full council to discuss open day with date from clerk
 - (b) to discuss the proposed use of the Chapel of Rest for committee meetings; proposed by Cllr R Whittaker seconded by Cllr Johnson **RESOLVED** full council to discuss
- 9. Memorial Inspections** – to receive an update from the clerk following recent inspection, and resolve other necessary arrangements. As a “Health and safety” issue clerk with assistant have started process of writing to memorial “owners”. Receipt of Report noted. Clerk to create and publish list of “failed” memorials. Full council to discuss.
- 10. To receive the current Risk Assessment** document in relation to the Cemetery for discussion and amendment. Committee **RESOLVED** clerk to work on risk

**Clerk: Caroline Maguire Tel: 07734386628
8.30 a.m. – 6.00 p.m. Monday – Friday
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- assessment with assistant clerk and ask for advice from ERNLLCA.
- 11. Silent Soldier:** to resolve “exact” position and instruct clerk to arrange base and fitting. Committee **RESOLVED** that interested councillors should meet on site to decide exact position.
- 12. Cemetery Lodge:**
- (a) to discuss the condition of the stairs. Item deferred.
 - (b) to discuss cleaning the office carpet. Cllr Whittaker had contacted contractors and invited them to the office to quote for carpet cleaning (clerk, committee and councillors unaware) and obtained quotations. Proposed by Cllr R Whittaker seconded by Cllr Johnson **RESOLVED** full council to discuss.
- 13. To resolve** items for facebook. Clerk to publish that inspection completed and some memorials found to be unstable, families are being contacted.
- To record** the closure of the meeting at 8.12pm

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cm 27.06.19

Note: Minute numbering corrected.

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