

EPWORTH TOWN COUNCIL

Minutes of a Meeting of the Combined Cemetery & Environment Committee held on Tuesday, 12th March 2024, at 7.00 pm, in the Chapel of Rest, Cemetery Lodge, Burnham Road, Epworth

- 01/03/24** **Record of Members Present**
The following councillors were present: Councillors Finch (Chairwoman), Milnes and Wilson - with Councillor Milnes acting as a substitute for Councillor Grantham.
- 02/03/24** **Apologies for Absence**
There were apologies from Councillor Grantham - other commitments.
- 03/03/24** **Declarations of Interest & Dispensations**
(i) There were no declarations of interest.
(ii) No dispensations had been granted.
- 04/03/24** **Clerk's Report**
Minute 06/01/24 Sustainability Planting Scheme - The Clerk had submitted a grant application for perennials and compost for the Planters, and this had been endorsed by Full Council. Proposed by Councillor Wilson and seconded by Councillor Milnes - **It was resolved that the report be noted.**
- 05/03/24** **D-Day**
The following update was given on ways to commemorate the 80th Anniversary of D-Day:-
- (i) **Singer** - Mary Dawes to perform on Thursday, 6th June 2024, at 7.00 pm, in The Thurlow Pavilion, at a cost of £200. Tickets needed - bring own snacks and drinks, however tea and coffee to be provided by The Thurlow and also some cupcakes by Councillor Grantham. Bunting to be put up in the room. Tickets will be available from the Wishing Well and the Town Council Office. To be advertised on the Council noticeboard / website / facebook / radio / flyer.
- (ii) **Bunting** - The Christmas Lights Committee are happy to put the bunting up on Sunday, 2nd June 2024 and then take it down on Sunday, 23rd June 2024.
- (iii) **Exhibition** - The Isle Education Trust was interested in doing an exhibition and was liaising with St. Andrew's Church and the Wesley Memorial Methodist Church.
- (iv) **Best Dressed Window Display Competition** - A poster / flyer for the event is needed. To be judged by Reverend Paul Wilson. £30 voucher as the prize.
- (v) **Standing Soldiers** - Isle Sheds have kindly agreed to store them and then put them up in the War Memorial Field.
- Royal British Legion will also be present on the day itself and raising funds.
- Proposed by Councillor Finch and seconded by Councillor Milnes - **It was resolved that the update be noted.**

06/03/24

Hanging Baskets

(i) **Maintenance Work on the Hanging Baskets** - The Clerk had obtained a quote for maintenance of the hanging baskets. Proposed by Councillor Finch and seconded by Councillor Wilson - **It was resolved that Mr Paul Haywood should be asked to do maintenance work on the hanging baskets at a cost of £110.**

(ii) **Provision of Hanging Baskets** - The Clerk had sought three quotes for the cost of the hanging baskets and received the following quotes:-

George Tune & Son	£38.50 + VAT per hanging basket
Silica Lodge Garden Centre	£39.49 + VAT per hanging basket

Proposed by Councillor Wilson and seconded by Councillor Milnes - **It was resolved that George Tune & Son be asked to plant up the hanging baskets at a cost of £38.50 + VAT per hanging basket.**

(iii) **Removal, Disposal & Storage of Hanging Baskets** - The Clerk had obtained a quote for putting up and removing the hanging baskets, disposing of their contents and returning them for storage. Proposed by Councillor Milnes and seconded by Councillor Finch - **It was resolved that Mr Paul Haywood should be asked to put up, remove, dispose & return the hanging baskets at the end of the season at a cost of £110.**

07/03/24

Planters

The Clerk had obtained a quote for the planting, watering and maintenance of the eight planters throughout the year.

April to September	Water and tidy - up to twice a month
October to March	Tidy only - approximately monthly

Planting up as needed with the town council providing the plants.

Proposed by Councillor Finch and seconded by Councillor Milnes - **It was resolved that Mr Paul Haywood should be asked to carry out the planting, watering and maintenance of the planters at a cost of £450.**

08/03/24

Risk Assessments

(i) **Hanging Baskets** - The Clerk had provided each member of the Committee with a copy of a risk assessment for putting up / taking down the Hanging Baskets. Proposed by Councillor Wilson and seconded by Councillor Milnes - **It was resolved that a recommendation be made to Full Council to approve the risk assessment for the hanging baskets.**

(ii) **Bunting** - The Clerk provided each councillor with a copy of a risk assessment for putting up / taking down Bunting for the 80th Anniversary of D-Day, and an amendment was suggested. Proposed by Councillor Milnes and seconded by Councillor Finch - **It was resolved that a recommendation be made to Full Council to approve the risk assessment for the bunting subject to the amendment.**

09/03/24

Memorial Safety Inspection

Members of the Committee reviewed the paperwork to do with a memorial safety inspection and each member of the Committee had been provided with a revised copy of the documentation prior to the meeting. Proposed by Councillor Finch and seconded by Councillor Wilson - **It was resolved that a recommendation be made to Full Council that it should adopt the Memorial Safety Policy and associated paperwork.**

10/03/24

Cemetery Rules & Regulations

Members of the Committee reviewed the rules and regulations for the Cemetery, and each member of the Committee had been provided with a revised copy of them prior to the meeting and some amendments were suggested by the Clerk. Proposed by Councillor Finch and seconded by Councillor Milnes - **It was resolved that a recommendation be made to Full Council to adopt the revised rules and regulations for the Cemetery subject to these amendments.**

11/03/24

Date, Time & Place of Next Meeting

The next meeting of the Combined Cemetery & Environment Committee is due to be held on Monday, 22nd April 2024, at 7.00 pm, in the Chapel of Rest, Cemetery Lodge, Burnham Road, Epworth. Proposed by Councillor Finch and seconded by Councillor Milnes - **It was resolved that the information be noted.**

12/03/24

Closure of Meeting

The Chairwoman declared the meeting closed at 8.39 pm.