

SHEDFIELD PARISH COUNCIL

(Incorporating the villages of Shedfield, Shirrell Heath and Waltham Chase)

MINUTES OF THE CEMETERY & COMMON COMMITTEE MEETING HELD 7.15 P.M. MONDAY 11 NOVEMBER 2019 AT SHEDFIELD PAVILION

Present:

Parish Councillors: Jim Coleman
Cathy Roberts
Linda Warren
Cemetery Clerk: Brenda Byrne
Clerk: Mandy Cooksley
Members of public: 1

36/19 **Apologies for absence** – Councillors Margaret Jones, Stuart Jones and Jane Warwick; PCSO Slater.

37/19 **Declarations of Interest.** None.

38/19 **To approve the Minutes of the Meeting held 8 July 2019.** It was resolved to accept the Minutes as a true record of the meeting and they were signed and dated by the Chair as correct.

39/19 **Public Participation.** A parishioner asked whether the Parish Council was actively looking for land in Waltham Chase for Sports pitches.

40/19 **Response to Public Participation.** This is a matter for the Planning Committee, Open Space Committee and Full Council.

41/19 **Terms of Reference.** No changes required; to be reviewed at the next meeting.

42/19 **Budget proposals for 2020/2021.** The Financial Budget Comparison had been distributed for consideration prior to the meeting. It was resolved to agree to the budget proposals with the following changes:

- a. Cemetery.
 - i. Code 8130. Rename “Lychgate”, i.e. remove Tree Works; budget £1,000.
 - ii. New code required for “Tree Works”; budget £200.00. It was agreed that a 5 - 10 year plan for tree maintenance is required.
 - iii. Code 8170. Delete.
 - iv. Code 8200. Rename “Cemetery Clerk Wages”.
 - v. Code 8300. Rename “Cemetery Clerk Admin Expenses”.
 - vi. Codes 8310 & 8320. Delete.
 - vii. Code 8400. Delete.

Shedfield Parish Office, Upper Church Road, Shedfield, Southampton, Hampshire SO32 2JB

Telephone: 01329 830060 Mobile: 07918 623009

Email: clerk@shedfieldparishcouncil.org.uk

www.shedfieldparishcouncil.org.uk

- b. Common. Authorised restoration work has begun, with more scheduled during the financial year, alongside regular maintenance. Requirements for 2020/2021 depend partly on how effective the bracken spraying has been.

It was resolved to increase the budget from £7,500 to £10,000 with the following Budget Code amendments.

- i. Code 7060. Add budget £250.00.
- ii. Code 7150. Delete code.
- iii. Code 7200. Delete code as Reserves in place.

43/19 **Cemetery administration.**

- a. Update from Cemetery Clerk. January 2019 to date; 2 burials in Garden of Remembrance, 3 cremation burials in existing graves and 1 new burial. Three headstones erected, 3 plaques in the Garden of Remembrance and 2 additional inscriptions.

It was resolved to accept the request from a parishioner to use four adjacent plots in the Garden of Remembrance for which the interment of ashes (x 3) would take place in April 2020.

- b. Cemetery Charges. To be amended throughout to read 18 years, rather than 12 years. The new Children's Funeral Fund for England (CFF) provides government funding to all local authorities for fees chargeable for the coffin burial of children under 18 and stillborn after 24 weeks of pregnancy, as well as the interment and scattering of cremated remains where the burial or cremation has taken place in England after 23 July 2019. Burial authority costs can only be recovered directly and not on their behalf by funeral directors. All claims must be submitted within six months from the date of the funeral. The Cemetery Clerk to inform the Parish Office of any such claims. **Action: Cemetery Clerk/Clerk/RFO.**

- c. Cemetery Regulations. Distributed prior to the meeting for consideration. It was resolved to revise the document as discussed; the Clerk to draft and re-issue for approval. **Action: Clerk.**

- d. Lychgate. Quotation received to clean and stain the Lychgate from Richard Marshall. Additional quotation awaited from R J Fisher Limited.

- e. Possible availability of land for new Cemetery within the Parish. A local landowner has offered c25 acres of land (free of charge) to interested parties, which might include land for a new cemetery in perpetuity. The Parish Council have offered to lead negotiations. The majority of the land would be for a wildlife area and the Hampshire & Isle of Wight Wildlife Trust will visit for a small fee. It was resolved to pay such a fee. A working party to be formed to take this initiative further; to be discussed at Full Council 9 December 2019. Other alternative sites will also be explored. **Action: Clerk.**

44/19 **War Memorial**. Shedfield WI 100th Anniversary tree planting ceremony. A Mountain Ash will be planted at 2 p.m. Wednesday 11 December 2019.

45/19 **Wayfarers Monument/War Memorials Trust Grant Application**. A full Grant Application had been submitted; however additional information is required by the War Memorials Trust by 30 November 2019. **Action: Councillors Coleman/Reading/Clerk.**

46/19 **Common**

- a. Maintenance update. A presentation of photographs was shown by the Chair and included Footpath 20 cleared by the HCVs and cleared areas following cut and collect by Heathland Management Services. Area L (back of Canford Close) to be turned into a wetland; WCC apparently own the concrete access but unclear who owns the gate. Clerk to investigate. There is some evidence of Ash Die Back along

A334; Chair liaising with HMS to remove. Some dead branches evident on Oak trees along B2177; the Tree Warden to investigate and advise. **Action: Chair/Clerk.**
Area G sign needs replacing. **Action: Clerk.**

It was resolved that no further action is required by Wellers Hedleys regarding the illegal parking of vehicles on Common land behind Heathlands; invoice to be paid. **Action: Clerk/RFO.**

b. Hampshire Conservation Volunteers. Next work scheduled 18 January and 29 February 2020; dates to be advertised in the Parish Magazine. **Action: Clerk.**

c. Biddenfield Lane – bollard. It was resolved that the bollard should be replaced. **Action: Clerk.**

d. Japanese Knotweed. Contract with Complete Weed Control is complete.

e. Walking the Common. All Parish Councillors to be invited to walk the Common on either 30 November or 1 December. It was resolved to also make this a Parish event in the Spring. **Action: Chair/Clerk.**

47/19 **Correspondence.**

a. Hampshire County Council (Hampshire Countryside Service) re Footpath 7. The Chair walked the footpath and sent photographs to HCC. Action complete.

48/19 **Date of next meeting** – 7.15 p.m. Monday 17 February 2020.

With no further business to conduct the Chair closed the meeting at 9.35 p.m.

DRAFT