

**Tarporley Parish Council Cemetery Management Committee Meeting
Held in the School Room, Tarporley Chapel
on Monday 8th July 2024**

Present:

Chairman – Cllr Catherine Helm

Cllr Lisa Miller

Cllr John Millington

Cllr Peter Tavernor

Clerk – Ann Wright

Visiting Councillors – Charlotte Hodgkinson

Public – 0

1. Chairman

Resolved – that Cllr. Catherine Helm be elected Committee Chairman for 2024-2025.

2. Apologies for absence

All members present.

3. Declarations of Interest

No interests declared.

4. Minutes

Resolved - The minutes of the meeting held 3rd August 2023 were approved as a true and proper record.

5. Public Participation

No matters raised.

6. Cemetery Rules & Application Forms

Resolved – that the Committee agree the Cemetery documents:

- Application form for Exclusive Rights
- Application form for Interment
- Application form for Memorial Bench
- Application form to Erect a Memorial (Headstone)
- Committee Standing Orders
- Memorial Safety Policy
- Rules & Regulations

7. Cemetery Fees

Resolved – that the following cemetery fees are adopted as of the 1st August 2024:

EXCLUSIVE RIGHTS (Including pre purchase)

Exclusive right of burial in an earthen grave **550**

Exclusive right of burial of cremated remains in cremated remains burial plot **300**

INTERMENT FEES

Adult	425
Child up to 16 years	no charge
Public grave (Adult)	425
Public grave (Child up to 16 years)	no charge
Cremated remains plot	
Adult	175
Child up to 16 years	no charge

OTHER CHARGES

For the right to erect a headstone inc. first inscription	130
For the right to each additional inscription	55
Transfer of burial rights	55
Certified copy of the records	55
Search in the Register per year	55

8. Cemetery Risk Assessment

It was agreed to review and update the risk assessment by email.

9. Cemetery Maintenance

Spoil Heap

It was reported that it had been difficult to get quotes to create a fenced off area around the soil heap. The Committee considered planting a hedge for the spoil to go behind, however concerns were raised about the additional maintenance this would create.

It was agreed to take no action at this time and monitor the spoil heap annually to assess when it requires removal.

Wildflower Area

Disappointment was voiced regarding the wildflower area, and it was agreed the site required the grass etc killing and reseeding again this autumn. The Clerk will seek advice on how to achieve a better outcome.

Garden Area

A meeting is scheduled for 17th July with representatives of Hall Livsey Brown who are looking to maintain this area as a voluntary contribution to the village.

Tree works

3 large branches require removing from the oak tree overhanging the garden area. It was agreed the Clerk would seek permission from the tree owner for these works to take place.

Pedestrian Gate

It was noted a dog is accessing the Cemetery under the private pedestrian gate, it was agreed the Clerk would seek permission from the property owner to strengthen the gate so as to prevent this.

10. Cemetery Inspection

No safety issues were identified with headstones.

Signed _____ Date _____

Ann Wright
9th July 2024