

**Papworth Everard Parish Council  
Cemetery and Churchyard Committee**

**Minutes of the meeting held on Wednesday 31<sup>st</sup> July 2013  
At 10.00 in St Peters Church, Church Lane**

- 1 Apologies for absence  
None
- 2 To accept the minutes of the meeting held on the 13<sup>th</sup> March 2013  
It was resolved to accept the minutes as being a true record of the meeting.
- 3 Matters arising or ongoing from the last meeting
  - 3.1 To consider quote received for the guttering work required on the lychgate, are water butts still required?  
It was agreed to accept the quote received from a local contractor at a cost of £154.00.  
It was decided that 2 slim line water butts with stands should be purchased.
  - 3.2 Repair to the 'Cheere' tomb – update  
The clerk had approached Ivett & Reed with regard to their original quote for the necessary work as this was given in June 2012. The company is prepared to stand by the quote valued at £2268.00. At its meeting in December 2012 the parish council had agreed to £1000 being made available from the reserves for this project. The remainder will come from the cemetery committee's budget. The clerk will instruct Ivett & Reed to undertake the work.
  - 3.3 Sunken graves – update  
The grave of Ali Harris requires top filling. The clerk will instruct the maintenance contractors to undertake this work.
  - 3.4 Progress made concerning the inquiries made regarding the un consecration of the cemetery – still unresolved  
Deferred for the time being.
  - 3.5 Decision to be taken regarding reducing the number of grave spaces in row 5 of the cemetery to align future graves to be dug.  
It was agreed to reduce row five by one grave to that shown on the cemetery plan, in order to align future graves in that row with those in rows one to four.
- 3 The caretaker has had a telephone conversation with the clerk during which he regrettably informed her that he would no longer be able to continue in the role. Therefore a discussion is required regarding his replacement.  
Mr Martin was in attendance at this meeting and CH thanked him for his commitment to the role of caretaker whilst he has been in post. It was agreed that the clerk would place an advert for his replacement in the August edition of the News&Views.
- 5 Caretaker's report  
Prior to the meeting the committee had taken a walk around the cemetery and churchyard, there were a number of small ash trees, having self seeded, growing on three graves in the cemetery. The clerk will ask the maintenance contractors to remove these. There was nothing further to report.
- 6 Clerk's financial report  
Financial year to date, expenditure £1332.00 with an income of £365.00, therefore £3268.00 remains in the budget at this time. Once the Cheere tomb work is paid for there will be £2000.00 remaining for forthcoming expenditure to 31<sup>st</sup> March 2014.

7 New Business

6.1 To agree to the weather proofing of the benches in the cemetery, will this be undertaken by volunteers or a local handyman?

It was agreed for this matter to be included on the agenda for the next amenities committee meeting.

6.2 A decision is required regarding new bushes to be sourced in place of those not thriving in the hedge dividing the cemetery from the churchyard.

CH offered to source some privet hedging to replace these bushes.

6.3 To decide upon a date for a wobble test to be undertaken in both the churchyard and cemetery and by whom it will be done.

CH and BB will undertake this on the 20<sup>th</sup> August at 10.00

8 Items for action at the next meeting

8.1 It was noticed that the path in the cemetery is breaking up in places, this will be discussed.

8.2 The clerk will ask the contractor undertaking the guttering on the lychgate, for any recommendations for weatherproofing the new timber on the gate.

9 Date of next meeting

To be at 16.00 on the 9<sup>th</sup> October 2013.

Signed:  
Chairman

Date: