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| Clowne & Barlborough Parish Councils | | |
|  | Minutes of Council Meeting | |
| [Image result for clowne parish council logo](https://www.bing.com/images/search?view=detailV2&ccid=dEcjqzac&id=68EF9836CB86FAC01DC753E7AE22EE5D397ED8BE&thid=OIP.dEcjqzacH9a39LUOheIAEgD5Es&q=clowne+parish+council+logo&simid=608006687670471736&selectedIndex=0) | Meeting Type | Joint Burial Committee |
| Date of Meeting | Monday 21st June 2021 |
| Council Meeting Start Time | 6pm |
| Meeting Venue | Council Chamber,  Bolsover District Council  The Arc,  High Street,  Clowne,  S43 4JY |
| In Attendance | Councillors A. Bailey, B. Bosworth, D. Dixon, M. Dixon, S. Gregory; H. Gilmore, J. Haywood; B. Watson, N. Yewman  2 members of the Public |

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| Minute Number | Item of Business | Resolution | Decision |
| 16/21 | **Apologies for Absence**  Cllr N. Hoy (Clowne PC - Childcare)  Cllr M. Hoy (Clowne PC – work)  Cllr J. Wood (Clowne PC – prior engagement)  Cllr R. Walker (Clowne PC – medical) | It was moved by Councillor Gilmour and seconded by Councillor Yewman that the apologies for absence be received | Agreed  All in Favour |
| 17/21 | **Confirmation that Attendance Register has been signed.** | The Clerk confirmed that the Attendance register had been signed by all present. | |
| 18/21 | **Notification of Unregistered Declarations of Pecuniary Interest** | None received | N/A |
| 19/21 | **Notification of Consideration of a Dispensation** | None received | N/A |
| 20/21 | **Confirmation and signing of the Minutes of the following meetings:**   * Joint Burial Committee meeting held on Monday 22nd March 2021   A query was raised about draft minute 07/21 and 08/21 and the draft minutes were corrected. | It was moved by Councillor Gilmour and seconded by Councillor M. Dixon that subject to the suggested changes the minutes of the Joint Burial Meeting held on Monday 22nd March 2021 be approved as a true and correct record. | Agreed  All in Favour |
| 21/21 | **Proposed Dates and Times of Council Meetings and Committees**  The Clerk presented several proposed dates for upcoming meetings of the Joint Burial committee.  A discussion took place and the dates suggested were considered; the Clerk advised that the suggested dates would be subject to availability of the meeting venue. | It was moved by Bailley and seconded by Councillor D. Dixon that the next two meetings of the Joint Burial Meeting be held on Friday 10th September 2021 and Friday 10th December 2021 both starting at 6pm. | Agreed  All in Favour |
| 22/21 | **To receive and update from the Clerk regarding current operational matters**  The Clerk referred to his report that he had circulated earlier and advised that he had also received a request from a Mrs Jan Sims about permission to site a memorial bench at the Cemetery and following discussion with the Chair and Vice Chair of the Joint Burial Committee the Clerk had agreed to site this bench as there wasn’t a meeting at the time the request was received.  A discussion took place. | It was moved by Councillor Yewman and seconded by Councillor Bailey that 1) the report be received and 2) the actions of the Clerk in consultation with the Chair and Vice Chair in approving the siting of a commemorative bench in memoriam to Mrs Carol Sims be approved. | Agreed  All in Favour |
| 23/21 | **To approve a draft Scheme Brief relating to the future expansion of the Cemetery**  The Clerk referred to appendix 2 circulated with the summons and agenda.  The Joint Burial Committee had previously asked for a report regarding the future expansion of the Cemetery to be presented.  The Clerk advised that the current supply at the existing cemetery was estimated at 10 years, but this would need a close eye keeping on it as this could change in response to any increase or decrease in burials each year.  The land proposed for the extension had been purchased by the Committee and is currently licensed to a local farmer.  The Clerk advised that the costings were provisional and subject to revision once more detailed discussions had taken place with Bolsover District Council and consultation with other stakeholders and taken place.  The Clerk had been in discussions with Steve Chapman who is a Senior Engineer at Bolsover District Council who he had asked to assist in the drafting of scaled technical plans and specifications of associated works.  A discussion took place.  A Member raised a concern that until an accurate estimate could be obtained then precepting any increase for each respective Parish Council would be difficult to justify to Parishioners.  The Clerk advised that the Scheme estimate was based on indicative discussions he had had with Steve Chapman but advised that he will attempt to secure actual costings from a suitable contractor(s).  It was also estimated that that an extra £8000 a year would be needed in site running costs.  The Clerk added that that Bolsover District Council is part of a consortium of local authorities that has a procurement framework agreement in place and that an approved company from the framework had been approached by Bolsover District Council to establish if they are willing to give a more detailed costing in terms of the road and associated groundworks.    This costing may take a while to obtain as we were relying on the goodwill of the contractor to commit time and resources to the costings exercise.  Councillor Gilmour asked for a long-term budget so that a financing plan could be considered and agreed going forward.  The Clerk said he was working on this and would bring to a future meeting.  A discussion also took place about also incorporating green and multifaith areas withing the new cemetery to cater for all types of religious and personal requirements.  The Clerk said he would add into the Scheme Brief if approved. | It was moved by Councillor D. Dixon and seconded by Councillor Yewman that the draft Scheme Brief be approved subject to further fine tuning of associated costs and inclusion of green and multi faith burials into the final approved scheme. | Agreed  For 8  Abstained 1  Against 0 |
| 24/21 | **To Consider a request from Mr MJ Bartley to site a Commemorative Bench in memoriam to Mrs Carol Bartley**  The Clerk advised that Mr Bartley’s wife had sadly passed away and was buried at the cemetery.  As such he had asked for permission to site a commemorative bench at a suitable location within the grounds subject to agreeing the final location. | It was moved by Councillor Bailley and seconded by Councillor M. Dixon that 1) the request to site a commemorative bench dedicated to Mrs Carol Bartley be approved and that 2) the Clerk be authorised to agree the final location on site with Mr Bartley and any associated arrangements. | Agreed  All in  Favour |
| 25/21 | **To consider a request from Mrs Pat Whitehead to plant a tree or use an existing tree on which to site a commemorative plaque dedicated to her son who had recently passed away in the USA**  The Clerk referred to a recent request received from Mrs Pat Whitehead to site a commemorative plaque in memoriam to her son either on an existing tree or a new tree that she would supply.  A discussion took place, and it was suggested that a memorial wall may also be something that could into as other families may wish to do something similar.  The Clerk advised that he investigate this as an idea and report back to a future meeting of the Committee. | It was moved by Councillor Gilmour and seconded by Councillor Yewman that the Clerk be authorised to agree to either the planting of a commemorative tree or use of an existing tree for the siting of a Memorial Plaque for her son as required. | Agreed  All in Favour |
| 26/21 | **To consider a request from Mr and Mrs Steel who wish to reserve an ashes burial plot on front of daughter Zoe’s ashes grave**  A discussion took place about whether this would set a precedent and how difficult/ complicated this may become.  It was also pointed out that similar requests of this nature had been declined.  It was suggested that as a compromise that the Committee agrees to allowing Mr and Mrs Steel to be buried in the same plot as their daughter. | It was moved by Councillor Yewman and seconded by Councillor D. Dixon that the request for the reservation of an ashes plot declined but that Mr and Mrs Steel be offered the option of their ashes being buried in the same plot as their daughter, subject to checking with Turner and Wilson (Whitwell) Ltd that this can be accommodated. | Agreed  All in favour |
| 27/21 | **To consider a request from Mr Candlin of 141 Barlborough Road, Clowne to reduce the height of 1 possibly 2 number conifers located on the left-hand side of the entrance to the Cemetery**  The Clerk circulated photographs of the conifers in question. | It was moved by Councillor Yewman and seconded by Councillor D. Dixon that 1) the Clerk be authorised to employ the services of a suitably qualified tree surgeon to advise on the condition of the conifers, options for reducing height and any associated costs 2) the Clerk reports back to the next meeting of the Committee for discussion and to agree next steps. | Agreed  All in favour |