

MINUTES OF A MEETING OF THE CEMETERY COMMITTEE,
HELD IN THE COUNCIL CHAMBER, KINGS HOUSE, THETFORD
ON THURSDAY 9TH OCTOBER 2014, STARTING AT 2.30 P.M.

Present:

Councillors:

B J Skull (Chairman)
D W R Sully

D Mortimer

Officers in attendance:

PPP&C
Chris Crimmen
Works Foreman

Tina Cunnell
Committee Secretary
Roger Stebbings

Minutes

561/14

DECLARATIONS OF ANY DISCLOSABLE PECUNIARY INTERESTS

To receive any additional interests.

562/14

APOLOGIES FOR ABSENCE

To receive.

563/14

MINUTES

Resolved the minutes of the Committee's meeting held on 16th June 2014, as received by the Council on 24th June 2014 be confirmed as a true record and signed/initialled by the Committee Chairman.

564/14

ACTION POINTS TO UPDATE

The Chairman reviewed the action points from the last meeting:

a) Re-plaster chapel wall.

The Works Foreman reported that this work was still outstanding and would be completed as soon as possible.

b) Create memorial area in cemetery.

The Works Foreman reported that he will wait until the new tree that had been planted matures before placing the circular bench. It was agreed that this project would be ongoing.

c) Instruct J P Chick to draft and send tender for Road Extension and Car Park (including confirmation of satisfactory completion of works)

The PPP&C Officer reported that J P Chick had requested the Council confirm the material that will be used for the "no dig" construction and enclosed detail for Councillors to review. These were approved and the quotations would now be forthcoming.

d) Seek quote for options for Water Testing.

This work is still ongoing.

e) Draft Memorial stability testing programme for cemetery.

This work is still ongoing.

565/14

SERVICING OF MECHANICAL DIGGER

The Work Foreman reported that the digger needed a service and repairs. He informed the Committee that all the repairers he had spoken to needed the digger at their premises in order to give an accurate estimate. It was agreed that the digger should be repaired and the Works foreman would arrange for the work to be costed.

566/14

REVIEW OF TTSR SERVICES

The Chairman reported for the previous three years the price has not been changed and the standard of the contract has remained high. Moving on there is a need to formulate a new contract for this and the Chairman has proposed a three year contract utilising TTSR at no price increase for the first year but a fixed increase of 2% for years two and three. The Chairman's reasoning includes a proven history of high standards of delivery of contract and "ownership" as the company also carries out the Grave Digging so pride in presentation and service is evidenced by the compliments the Council receive on the grave yards. Councillor D Sully proposed and Councillor B Skull seconded that the current Grass and Grave Digging Contractor be awarded the contract for the next 3 years.

RECOMMENDATION: The current Grass and Grave Digging Contractor be awarded the contract for the next 3 years.

567/14

RESTORATION OF RELAY

The PPP&C Officer reported that following the Chapel organ being returned W&A Boggis reported there was a fault in the pneumatic relay that controls the bottom 12 pipes. They recommended re-leathering the relay, fitting new bedding material and refitting the relay at a cost of £260 plus VAT. Councillor B Skull proposed and Councillor D Sully seconded that the Chapel organ has the pneumatic relay re-leathered, fitting new bedding material and refitting the relay at a cost of £260 plus VAT.

RESOLVED: The Chapel organ has the pneumatic relay re-leathered, fitting new bedding material and refitting the relay at a cost of £260 plus VAT.

568/14

LAUREL HEDGE

The Works Foreman had reported that the laurel hedge that runs the length of the cemetery between the cemetery extension and the allotments had grown too high. He had been quoted by T.T.S.R Limited an amount of £1,875 plus VAT. It was agreed that there was money in the budget to pay for this work. After a discussion Councillor D Mortimer proposed and Councillor D Sully seconded that the laurel hedge that runs the length of the cemetery between the cemetery extension and the allotments should be trimmed to a manageable height at a cost of £1,875 plus VAT.

RESOLVED: The laurel hedge that runs the length of the cemetery between the cemetery extension and the allotments should be trimmed to a manageable height at a cost of £1,875 plus VAT.

569/14

BUDGET SETTING FOR 2015 -2016

The Chairman reviewed this year's budget in detail. It was agreed that the budget for 2015/16 is self-supporting, the fees for burials are set therefore the budget should remain the same.

570/14

PRESS RELEASES

None.

571/14

ITEMS OF URGENT BUSINESS

None.

Chairman

ACTION POINT	BY WHOM	BY WHEN
Re-plaster chapel wall	Works Foreman	30/11/2014
Instruct J P Chick to draft and send tender for Road Extension and Car Park (including confirmation of satisfactory completion of works)	Deputy Town Clerk	30/11/2014
Seek quote for options for Water Testing	Works Foreman	30/11/2014
Draft Memorial stability testing programme for cemetery	PPP&C/ Works Foreman	30/11/2014
The Works Foreman to obtain quotations for a service and repairs to the digger.	Works Foreman	30/11/2014

UNCONFIRMED