

MINUTES OF A MEETING OF THE CEMETERY COMMITTEE, HELD IN THE  
COUNCIL CHAMBER, KING'S HOUSE, THETFORD, ON  
WEDNESDAY, 24<sup>TH</sup> AUGUST 2011, STARTING AT 3.30 P.M.

Present:

Councillor R G Kybird, Chairman  
The Mayor, Councillor D G Mortimer

Councillors:

B J Skull    D W R Sully

In attendance: Councillor M G Spencer

*Note: The meeting was preceded by a tour of the Cemetery Extension site.*

182/11 DECLARATIONS OF INTEREST

No interests declared.

183/11 APOLOGIES FOR ABSENCE

Apologies were received from Councillor Mrs P P Quadling.

184/11 MINUTES

RESOLVED that the minutes of the Committee's meeting held on 13<sup>th</sup> July 2011, as received by the Council on 26<sup>th</sup> July 2011 under minute 139/11(d), be confirmed as a true record and signed/initialled by the Chairman.

185/11 CEMETERY EXTENSION: LANDSCAPING AND LAYOUT

The meeting had been preceded by a site tour, in the course of which a representative from a company specialising in cemetery design and development had given members some idea of the factors to consider and choices that might have to be made at this stage.

It was agreed to incorporate in these minutes points covered in the course of the earlier tour and agreed in discussion at the meeting.

NOTES ARISING FROM TOUR  
Extension Development Project

1. **first burials** to occupy area from London Road boundary end of site up to start of hedge;

2. **spine road** to be included in initial works, with rainwater disposal to be 'engineered in';
3. **footpath link from Chapel**, creating a 'straight-line route' to main entrance, with allowance made for possible future lych-gate on the hedge-line (i.e. where existing site links with extension land);
4. **tree root protection** measures to be ensured, as appropriate;
5. **tree planting**: yew to be included in species list;
6. **hedging**: laurel and beech side hedges to complement each other; need to consider 'top line' hedging (i.e. on common boundary with Sweyn Close Redevelopment);
7. **'visual link'**, when viewing extension area from the top end of the site (including enhancement of Fulmerston Road access), to be created;
8. **honeycomb matting** option for car park area;
9. **external funding** possibilities:
  - Section 106s
  - Breckland Council match funding
  - Sweyn Close Development land sale proceeds;
10. **consecrated Land** requirement: Faculty needed;
11. **Muslim Burial** provision:
  - Town Clerk to contact Muslim Council of Britain
  - Envisage possible area just up from Phase 1 'boundary';
12. **trench/shoe** approach to grave positioning to research (Ripon & St Albans cited);
13. **'in principle' reinstatement of pre-purchasing** to be envisaged following the installation of key infrastructure;
14. **sheep** as low-cost grass control option for wider area?...;
15. **burial cost analysis** derived from current operation may determine level of fees within extension area.

RESOLVED that the discussion resume at the Committee's next meeting, by when the company representative's report would be available for consideration and comment.

#### 186/11 DELIVERY OF NEW SHORING EQUIPMENT AND ACCOMPANYING TRAINING PACKAGE

The Town Clerk reported on the cost incurred in purchasing new hydraulic shoring equipment (the preferred supplier had also provided training to staff in its use). The Works Supervisor reported that there was now an ability to shore up to three spaces at one time, having confirmed that the previous shoring would continue to be of use for single, machine-dug graves.

In passing, details of a recent inspection report relating to the digger were disclosed. Owing to the indicative cost of repair, a digger was currently being hired in on an 'as needs' basis. Councillor Skull was aware of a local contact, who might be able to provide further advice on the options now open to the Council. He agreed to provide the Works Supervisor with said contact's contact details.

RESOLVED that the situation be noted.

187/11 CEMETERY FEE REVIEW

The Chairman asked for details of current burial operational costs so that this might prove the guiding factor when determining fees. That said, the fact that the London Road Cemetery had been a 'subsidised' activity over many years would not be overlooked.

RESOLVED that this be made available in order for the Committee to give further thought to the annual fee review requirement (in line with internal auditor recommendations regarding all fees collected by the Council).

188/11 DATE OF NEXT MEETING

Tuesday, 11<sup>th</sup> October 2011, starting at 3 p.m. in the King's House Council Chamber.

Chairman