



Stanway

Parish Council

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21/18

Minutes of the Burial Ground Sub-Committee Meeting held on Tuesday 11th January 2022 at 2.00pm in Victory Hall, Stanway Community Centre

Present: Cllrs Chambers (Deputy Chair), Jordon, Spademan, the Clerk and Deputy Clerk

1. Attendance and Apologies for Absence – Apologies were accepted from Cllr Bloomfield
2. Declaration of Interest - None were declared
3. Public Participation- No members of the public attended
4. Minutes of the Burial Ground Committee Meeting of 9th November 2021 - APPROVED the minutes of that meeting

5. Clerk’s Report/ Update

The Clerk is organising a meeting with the Tree Surgeon to establish the tree cutting schedule’s position . The Clerk has organised for Essex Highways to send a jetting unit to cleanse the gully in Church Lane in the next four weeks and the Clerk has advised the neighbouring resident who is concerned about flooding to her property. The Clerk is also still researching the drainage into Church Lane and advised that Cllr Bentley will also be organising a speed check of the lane due to its usage as a cut through. Hunnaballs have provided a price of £ 1250 to replace the current entry signage with 2 granite signs. It was agreed that the clerk would wait for the new community centre insignia to see if this would help with SPC branding ideas. It was agreed a wooden or granite option of signage would be preferred. The Clerk will add this as a future agenda item with options when known.

6. Financial Report – The Clerk advised the below report would follow - **NOTED**. The financial sustainability of the BG was reviewed. The revenue estimated for 2021/22 is on track and maintenance costs are below budget (excluding the BG one-off new memorial wall purchase), which means, the generator could be purchased this fiscal year, subject to price and the maintenance operative having appropriate transport. To promote the Burial Ground, the Clerk will arrange for advertising material to be circulated to Colchester based funeral parlours as well as on our notice boards and research including Comb Meadow on natural burial site online registers.

J - Comm Assets - Burial Gds

Code	Title	Receipts			Payments			Net Position +/- Under/over spend
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	
55	Burial Ground Income	4,000.00	3,395.00	-605.00				-605.00 (-15%)
56	Tree sponsorship	10.00	430.00	420.00				420.00 (4200%)
57	BG Maintenance				1,500.00	998.33	501.67	501.67 (33%)
58	BG Reserve				13,000.00	12,600.00	400.00	400.00 (3%)
SUB TOTAL		4,010.00	3,825.00	-185.00	14,500.00	13,598.33	901.67	716.67 (3%)
Summary								
NET TOTAL		4,010.00	3,825.00	-185.00	14,500.00	13,598.33	901.67	716.67 (3%)
V.A.T.						2,681.67		
GROSS TOTAL			3,825.00			16,280.00		

21/19

7.Maintenance Report – NOTED The BG Chair will be asked to organise a detachable tap head for the water pipe. The Tree Surgeon will be meeting with the Clerk as he is contracted to look after the border hedging/trees. The Clerk has asked the arborist who covers our maintenance worker to provide a report with suggestions on future planting and landscaping. It was confirmed that the meadow is only cut once a year in the Autumn and is to be let untouched until then. The area beyond the ash scattering is to be kept cut back in future.

8.Maintenance of Existing Grave and Ashes Plots – NOTED The Clerk will contact the Epitrace company as it is not working correctly identifying plots in some instances, and report back on upgrading options. Cllr Chambers suggested filling each trough with shingle prior to installing the “pen” to avoid further sinkage as an interim measure.

9. Memorial Wall Plaque Options – DECIDED to allow personal message inscriptions in place of “In Memory of”. The remainder of the plaque must still include the original information: name, date of birth and death, plus plot No. This may result in additional charges which will be paid directly to Hunnaballs by the next of kin.

10. Memorial for Colin Lax –AGREED to defer until the BG Chair can provide an update on the family’s wishes.

11.10 year Anniversary/Long Term Vision for Comb Meadow – AGREED that a children’s area would not be appropriate. Seating (possibly sponsored) beyond the ash scattering plots was discussed, alongside new signage to commemorate the 10 year anniversary (planning permission should not be required). A BG Committee site visit will be organised for Springtime to enable further discussions after the 2022/23 budget has been agreed

12.Items for Committees/ Next Council Meeting

- a) Memorial for Colin Lax
- b) 10 Year Anniversary/Long Term Vision for Comb Meadow

13.To Confirm the Date of the Next Meeting

The next Burial Ground Sub-Committee meeting will be held on Tuesday, 1st February 2022 at 2.00pm, in the Committee Room, Victory Hall, Villa Road. The Deputy Clerk will attend this meeting in place of the Clerk.

The Chair closed the meeting at 3.27pm