


# Burial Ground – Clerk’s Report

Date 01.02.2022 Meeting

Agenda/ Page No.	Agenda Description	Date Added	Completion Date (expected)	Status	Comments/Updates
21/18 & 21/19	Tree Surgeon Work	01.2022	Ongoing – 3 year contract from 2021-24	Full Complete – but surgeon to monitor	 <p>No.s 33, 35, 36 and 37 on map * Work Completed</p> <p>01.2022  <b>After</b>                              <b>Before</b>                              (Trees/hedges – located south from entrance into BG)            01.22 - The Clerk met with Tom Headle and went through the BG schedule of works he was asked to quote for (Tom’s advice is 7-16 do the need any work (as proposed in the report provided to Tom when quoting – and his quote to SPC does not therefore include work on these trees) 17-30 – just need the long grass taken away from in between them (again Tom has not quoted for them – as recommended on the report provided to him)            Barry can therefore keep an eye on 7-16 and 17-30 – Tom will confirm when he needs to take over once they have suitably matured            5-6 on schedule – work was completed Nov 2021            32 – work has been completed            33-37 – work completed 01.2022            THIS COMPLETES THE CURRENT CYCLE OF WORK AT THE BG            Tom is happy to help with the ash scattering trees (but these have not been quoted for).            01.2022 - The Clerk is still in discussions with Tom regarding the schedule of works and will report back</p>
21/18	Financial Report – BG promotion to support sustainability	01.2022	First promotion by Summer 2022	In hand	<p>01.22 – Clerk has registered Comb Meadow on The Bereavement Services Portal at <a href="http://www.iccm-uk.com">www.iccm-uk.com</a> – we are already members so FOC database            Clerk also proposes registering on the following (but requires confirmation that our regulations prevent the burying of embalmed remains) – there is a charge of £ 60  <a href="http://www.naturaldeath.org.uk/index.php?page=anbg-membership">http://www.naturaldeath.org.uk/index.php?page=anbg-membership</a></p>

					<p>Clerk will wait for confirmation that the regulations can be changed and then organise some re-prints of the brochure with amendments.</p> <p>Clerk will organise a drone (if possible?) to take some aerial shots for publicity and some further photos with the memorial wall and incorporating the work that Barry has carried out on improvements</p> <p>Clerk will then approach Funeral Parlours in Colchester region to introduce Comb Meadow ask them to stock brochures</p>
21/19	Maintenance Report – Arborist advice for future development plan	01.2022	By Summer 2022	In hand	<p>Clerk has arborist’s report on current trees and is waiting to hear back fully with a price for a planting schedule and ideas to develop the landscape</p> <p>Nick Day from CBC may also visit the site 02.2022 to offer his advice on development and maintenance (particularly the whips he helped plant)</p>
21/19	Existing Grave and Ash Plot Maintenance	01.2022	By Autumn 2022	To commence ASAP	<p>Clerk has spoken to Epitrace manufacturer regarding this tracing system not fully functioning. Manufacturer has confirmed this does sometimes happen however the equipment is up to date and working. The advice is to locate the pens every year and if not found dig them up and replace (another area must be used as the soil needs to be settled). The manufacturer thought the idea of putting shingle down in the hole to stop sinkage was a good one and has provided a “dibber” to use as a stake. The Clerk has not found any other way of parking the graves on the surface that would not cause a problem when mowing. This issue can be discussed during the committee site visit (to be arranged in March)</p>
21/19	10 Year Celebration - signage	01.2022	By Summer 2022	In hand	<p>Clerk has obtained a price with ideas from Hunnaballs for 2 granite entry signs with words and emblem engraving.</p> <p>Clerk will wait for the design of the Totem Signage at the new Stanway Lakelands Centre to see if this branding will coordinate and revert back with other options to consider</p>

## Financial Report

## J - Comm Assets - Burial Gds

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
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%)
<b>SUB TOTAL</b>		<b>4,010.00</b>	<b>3,825.00</b>	<b>-185.00</b>	<b>14,500.00</b>	<b>13,598.33</b>	<b>901.67</b>	<b>716.67 (3%)</b>

## Tree Surgeon Plan and Schedule

COOMBS MEADOW BURIAL GROUND

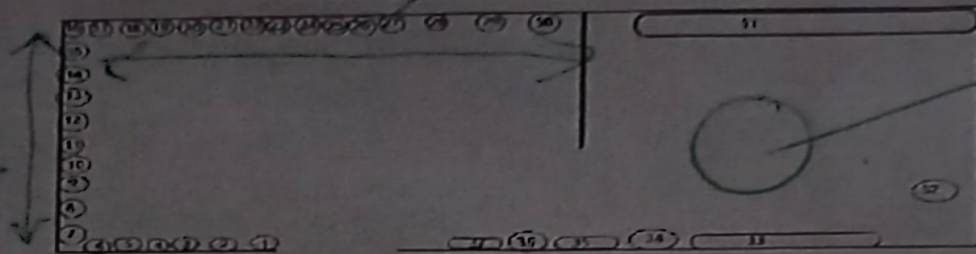
3,6 - Every 2 years - £250

12 - One off visit - £70

33,35,36,37 - Every 2 years - £750

34 - Every 4 years - £550

Tree Locations map: Coombs Meadow Burial Ground



No.	Tree Species	Recommendations
1	Acer Campestre Field maple	None
2	Acer campestra field maple	None
3	Acer campestre Field maple	None
4	Sorbus acuparia Rowan	None
5	Corylus avilana Hazel	Reduce to 8ft
6	Corylus avilana Hazel	Reduce to 8ft
7	Acer Campestre field maple	None
8	Betulus pendula Silver birch	None
9	Acer campestre field maple	None
10	Prunus avium Cherry	None
11	Phyladelphus	None
12	Betulus pendula silver birch	None
13	Prunus avium cherry	None
14	Prunus avium cherry	None
15	Acer campestre field maple	None
16	Corylus avilana Hazel	None
17-30	Mixed hedge	None
31	Mixed hedge	None
32	Quercus Oak	Remove to clear telegraph pole
33	Acer campestre Field Maples	Lift to 15ft over the road trim back on roadside, sever ivy at base
34	Tilia cordata Lime	Pollard back to large growth
35	Acer campestre Field Maples	Lift to 15ft over the road trim back on roadside, sever ivy at base
36	Ilex aquifolium / quercus holly and oak	Lift to 15ft over the road trim back on roadside, sever ivy at base
37	Acer campestre field maples	Lift to 15ft over the road trim back on roadside, sever ivy at base