



Minutes of the proceedings of the **CEMETERY COMMITTEE MEETING** held at  
Hutton House, Chilton on Tuesday 25<sup>th</sup> June 2024.

**Present: -- Chair** Cllr. P. Malpas  
**Cllrs: -** E. Bruce, D. English, P. Herbert, S. Reece, S. Sutherland (Mayor)  
**Locum Town Clerk: -** Mrs. Joanne Dickinson  
**Members of the public- None**

- 13. **Apologies for Absence** – Cllr V. Collinson
- 14. **Declarations of Interest-** None
- 15. **Member Dispensation** – None received
- 16. **Public Participation-** None present

17. **Receive an update on the actions agreed at the meeting held on 4<sup>th</sup> June 2024 regarding-  
Grounds Maintenance** – Cllr English has completed work on the benches. The Members thanked Cllr English for carrying out the work. The Responsible Financial Officer (RFO) is ordering new signs. Members discussed that there is an area where grass cuttings, shrubs, an IBC tank and other materials are being placed by the contractor. The area where there is a T junction at the end of the driveway (where the funeral cars turn around) was discussed as to how best to improve aesthetically. Contractor SE Landscapes has provided an update to the RFO on works carried out.

The following action was suggested-

- i. Speak to the funeral directors to ask how much space they need to carry out manoeuvres at the T junction.

Cemetery Budget- RFO to provide at the July meeting with a quarterly budget update.

Noticeboard- Chair has asked the RFO to obtain a quote. Members discussed options. Cllr English volunteered to install a sheet of white correx sheet to fix the noticeboard if the TC provided the sheet.

18. **Memorial Garden** – Chair informed Members that slate used to be around the Memorial Garden and since it was removed the area doesn't look good. A suggestion of installing grass seed was considered. Cllr Sutherland moved that a couple of rolls of turf be purchased and installed. The RFO advised there was available monies in the repair and maintenance budget. RFO to check that the landscaper will cut the grass.

The Chair advised that the water feature doesn't work consistently. Cllr English volunteered to take a look at this issue and report back at the next meeting.

Members advised that the lights in the toilet don't work and the water from the outside tap only trickles. Cllr English to visit the site to ascertain what the issues are and provide an update at the next meeting.

19. **Date of next meeting** – Tuesday 23<sup>rd</sup> July 2024

Meeting Closed at 7.34pm.

Cllr Pearl Malpas  
Chair of the Committee,  
23<sup>rd</sup> July 2024