



Minutes of the proceedings of the **CEMETERY COMMITTEE MEETING** held at
Hutton House, Chilton on Tuesday 15th April 2025 at 7pm

Present: --Chair -Cllr P. Malpas

Cllrs: - E. Bruce, D. English, P. Herbert, J. Houlihan, S. Reece & S. Sutherland

Town Clerk: - Mrs. Joanne Dickinson (JD)

78. Apologies for Absence – Cllr D. Bright

79. Declarations of Interest- None

80. Member Dispensation – None received

81. Public Participation- None present

82. Approve and accept the recommendations therein-

a. Minutes of Cemetery Committee Meeting held on 18th March 2025

RESOLVED- Cllr Reece proposed the minutes were accepted as a true record. Seconded by Cllr Sutherland. All agreed.

83. Review the Resolution Log- JD updated Members with actions/information from the Resolution Log. The following were discussed-

a. Site visit for members to look at the cemetery building to look at the internal building and the options for storage- this is to be arranged in due course.

b. Concrete path at entrance- awaiting quote for the works to be carried out

84. Consider a request from a resident to install a plaque on a bench within the cemetery- JD had circulated a letter that had been provided by the resident detailing the personal reasons of why the request for the plaque on that bench has been requested. Members discussed the request and agreed that permission would be given to install the plaque with the following conditions to be put in writing by the Town Clerk-

- The bench is not to become a shrine with flowers and other items placed onto it.
- If the bench needs to be removed then the plaque would be removed and the resident would be contacted.
- The plaque is the responsibility of the resident.
- Town Clerk to review existing policies to see if there are any other guidelines already stated for any future requests.

Cllr English offered to install the plaque for the resident

85. To confirm the date of the next meeting- 27th May 2025

Meeting Closed at 7.11pm.

TBC on 20.5.25
Chair of the Committee,
27th May 2025