

**Minutes of the Meeting of the Cemetery Advisory Committee
of Dronfield Town Council held in The Council Chamber, Civic Hall
on Thursday 2nd March 2023 at 10:00am**

Present: Cllr M. Foster (Chair), Cllr M. Ireland, Cllr P. Parkin, Cllr L. Deighton and Cllr P. Wright

In attendance: M. Keys (Assistant Clerk) R. Dick (Outside Services Manager)

1. Apologies

There were no apologies.

2. Declaration of Interests

There were no declarations of interest.

3. Minutes

Members reviewed the minutes of the committee meeting held on Friday 6th January 2023.

It was RESOLVED to approve the minutes as a true and accurate record of the Cemetery Advisory Committee Meeting held on 6th January 2023.

4. Garden Of Rest

Members reviewed plans for the continuation of the Garden Of Rest area.

It was RESOLVED to recommend to Council for Outside Services to use section F of the Cemetery to continue the Garden Of Rest area, with the following conditions:

- All remaining GOR plots must be filled before the new GOR area can be used.
- That the first new GOR plot should be located in the Southwest front corner of the new area of land, working toward the rear of the Cemetery for each new line of plots.
- The Outside Services Manager to produce plans for exact layout of the GOR expansion to present at the next Cemetery Advisory Committee Meeting.

5. Joint Burial Committee with Unstone Parish Council

Members were informed of the final decision by North East Derbyshire District Council regarding the future of the joint management of the Cemetery with Unstone Parish Council.

It was RESOLVED to note the decision and implement the decision from 1st April 2023.

6. Transfer Of Burial Rights

Members received an update from the Assistant Clerk regarding the cemetery paperwork and procedure for transfer of burial rights, in line with ICCM Guidelines.

It was RESOLVED to note the update.

7. Cemetery boundary wall repair

Members reviewed a quotation for the repair of a large boundary wall.

It was RESOLVED to recommend to Council to accept the quote of £2345.00 for the repair of a large boundary wall.

8. Cemetery Post Signage

Members were updated on a proposal for signage within the Cemetery to help identify the different sections within the cemetery.

It was RESOLVED that the Outside Services Manager bring proposals for the signage to the next Cemetery Committee Meeting.

9. Cemetery Maintenance

Members reviewed resident requests regarding cemetery tree maintenance.

It was RESOLVED for the Outside Services Manager to do an inspection of the trees within the Cemetery to determine if any maintenance was required.

It was RESOLVED to note that some of the work relating to the resident requests had already been carried out from August 2022 onwards.

Members received an update on the dates for memorial testing staff training within the cemetery, in line with ICCM Guidelines.

It was RESOLVED to note the update.

10. Cemetery Fees

Members review the proposed 2023 increase of Cemetery Fees by 5% from 1st April 2023.

It was RESOLVED to recommend to Council to accept the proposed 2023 increase of Cemetery Fees from 1st April 2023.

Members reviewed the definitions of “resident” and “non-resident” in relation to Cemetery Fees.

It was RESOLVED to recommend to Council to accept the following amendments to the definitions of “resident”:

- A person who resides in the Parish of Dronfield.
- A person who has resided in the Parish of Dronfield within the last 10 years, but may have moved away.
- A person who at some time in their lives has resided in the Parish of Dronfield for at least a total of 20 years (not necessarily consecutive) prior to moving away.

Members discussed the pre-purchase of plots within Dronfield Cemetery.

It was RESOLVED to recommend to Council to withdraw the option for the pre-purchase of burial plots within Dronfield Cemetery.

It was RESOLVED to recommend to Council to continue the option for pre-purchase of Garden of Rest plots within Dronfield Cemetery.

11. Chapel Remedial Works

Members reviewed quotes for the repairs to the bell tower.

It was RESOLVED that the Outside Services Manager look at the bell tower with the contractor, with the use of a cherry picker, to gain a more accurate quote.

It was RESOLVED to seek alternative quotes for the repair of the bell tower where possible.

Members reviewed quotes for work on the glazed door in the Chapel.

It was RESOLVED to recommend to Council to accept the quote of £890 for new chapel doors, with the following conditions:

- The Outside Services Manager to liaise with the contractor regarding the style and finish of the doors before fitting.

12. Date of next meeting

No date was agreed for the next meeting at this time.

Meeting closed at 12:15pm