

**Minutes of the Meeting of the Cemetery Advisory Committee
of Dronfield Town Council held at The Cemetery Chapel
on Tuesday 22nd March 2022 at 11:30am**

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

In attendance: J. Mitchell (Town Clerk), M. Keys (Assistant Town Clerk) and R. Dick (Outside Services Manager)

1. Apologies

Cllr P Parkin sent his apologies.

2. Declaration of Interests

There were no declarations of interest.

3. To Approve the Minutes of the Last Meeting

Members received and reviewed a copy of the minutes.

It was RESOLVED to approve the minutes as a true and accurate record of the Cemetery Advisory Committee Meeting held on 13th November 2019.

4. Terms Of Reference

Members reviewed the current Terms of Reference.

It was RESOLVED to recommend to council the Terms of Reference for the Cemetery Advisory Committee.

5. Burial Statistics

Members received and reviewed the burial statistics for the period January to March 2022. The committee noted that there was a very slight increase in numbers, this was not an overall concern.

It was RESOLVED to note the update and bring comparison figures from previous years to the next committee meeting.

6. Cemetery Charges

Members reviewed the current cemetery charges.

It was RESOLVED to defer a decision on Cemetery charges to the next committee meeting and review expenditure within the cemetery and comparison costs from other cemeteries.

7. Chapel Remedial Works

Members reviewed the work that has been carried out on the Cemetery Chapel.

The Outside Services Manager and the committee inspected the interior and exterior repairs on the chapel. The Outside Services Manager confirmed that he was happy with the standard of the repairs. The committee and Outside Services Manager discussed when the chapel would be open and ready for use.

It was RESOLVED to reopen the Chapel for use within two weeks.

It was RESOLVED to gain three quotes to restore the wooden panelling and pew.

It was RESOLVED to gain a quote to clean the interior of the chapel to bring it up to a standard for public use. Cleaning of chapel to be arranged within the next two weeks. Delegated to town clerk.

It was RESOLVED for outside services to reinstate all the equipment within the Chapel once it has been cleaned.

It was RESOLVED to gain three quotes to reglaze the entrance door into the Chapel.

It was RESOLVED to seek advice from Phil Turton Building & Conservation Ltd (who carried out the previous survey on the chapel) with regards to the condition / maintenance of the paintwork on the bell steeple frame.

It was RESOLVED to note that the Outside Services Manager confirmed that the Chapel used for storage was in a good condition.

It was RESOLVED to clear the soakaway drains within the next two weeks and that the bollards at the end of each path are reinstalled.

8. Spoil Heaps

A quote to remove the spoil heaps in the Cemetery was reviewed.

It was RESOLVED to gain two further quotes and bring back to the next committee meeting.

9. Cemetery Trees

Members reviewed quotes to carry out some essential maintenance work on the trees in the Cemetery.

It was RESOLVED to recommend to council to approve the quote for Underwood Tree Surgeons to carry out the necessary tree maintenance at a cost of £7,920 + VAT.

10. Complaint

Members were informed of a complaint regarding the need to pay non-resident fees for a past resident that had moved away from Dronfield over 10 years ago.

It was RESOLVED that the current policy to charge non-resident fees for anyone that hasn't been a resident of Dronfield for the last 10 years applies.

11. Joint Burial Committee with Unstone Parish Council

Members were informed that the matter will be discussed by North East Derbyshire District Council at their cabinet meeting on 21st April and that a query had been raised regarding the change of name in the committee from Joint Burial Committee to Cemetery Advisory Committee.

It was RESOLVED to note this update and inform North East Derbyshire District Council that the name of the committee was brought in line with all other Town

Council committees however the Terms of Reference for the Cemetery Committee still include membership of an Unstone Councillor on the committee.

12. Date of Next Meeting

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

Meeting closed 1:00pm