

DRAFT

Minutes of the **GENERAL PURPOSES SUB-COMMITTEE** of Buckland Monachorum Parish Council held at
Buckland Monachorum Village Hall on WEDNESDAY the 10th February 2016 at 8.00pm

Present: Cllrs L Wood, S Woollacott, L Larkin and S Zaleski

In Attendance: Mrs K Johns (Parish Clerk)

72/16 **APOLOGIES FOR ABSENCE** were received from Cllrs Challiss, Davis, Fowler and Butland

73/16 **DECLARATION OF INTERESTS** None

74/16 **TO CONSIDER CURRENT PARISH PLAY AREA MATTERS**

- a) Following the site inspection of Buckland Monachorum Play Park by Committee on 30th January 2016 (see Appendix 1 for notes), the following matters were discussed:
- **Beech Hedge to bottom of park** - A quote of £140.00 has been provided by J Rendle to reduce the height of the hedge to 10 feet and reduce the spread. It was **RECOMMENDED** that the quote is accepted, provided the condition it is line with the Council's financial regulations.
 - **Stone boundary wall to cemetery** – The wall is damaged and falling down in two places. Cllr Woollacott suggested the use of Rural Skills Devon volunteers to carry out the works. It was **AGREED** that KJ would seek quotes for the repair work and look into the possibility of Rural Skills Devon undertaking the work as volunteers and report back to committee.
 - **Levelling of excess earth alongside boundary wall to cemetery** – An large amount of earth has been piled up alongside the wall over the years. Until recently the laurel hedge covered the earth, but since the hedge works it has been revealed. It was **AGREED** that KJ would seek quotes for the levelling and removal of the earth.

75/16 **TO CONSIDER CURRENT PARISH STREET FURNITURE MATTERS**

- a) The subject of placing a dog waste bin at the top of Cuxton Meadows was raised. The provision of a bin has previously been agreed by committee. KJ reported that there was a spare green bin which could be placed at the location and could be used for this purpose. Councillors **AGREED** that the bin should be installed and that Cllr Fowler would be asked to oversee the installation. KJ will contact FOCSA to arrange for the additional collection when the bin has been installed.

76/16 **DOG FOULING**

- a) Cllrs discussed asking local businesses if they would like to sponsor a bin and dog waste bags. It was **AGREED** that Cllr Wood would approach local businesses to see if they would be interested in sponsorship and would report back to committee.

77/16 **PARISH MEADOW** No matters to discuss

78/16 **PARISH GROUNDS MAINTENANCE MATTERS**

- a) Members discussed the quotes received from the grounds maintenance contractor following a recent onsite visit with the Clerk:
- i. **Removal of fallen leaves to cemetery drive and verge:** The Buckland Monachorum grounds maintenance contractor had quoted £ 120.00 (inc. disposal) to remove the leaves. It was **RECOMMENDED** to accept this quote.
 - ii. **Reduction of height and spread of mixed hedging running adjacent to rear hazel hedge in cemetery:** The Buckland Monachorum grounds maintenance contractor had quoted £140.00 (inc. debris disposal) to cut back this area of hedging to half depth. It was **RECOMMENDED** to accept this quote.

79/16 **CEMETERY**

- a) **Memorials and Interments**
- i) Interments: Two separate interments have taken place at plots I1-18 and G5-2 respectively. One of the burials required a complex transfer of right of burial which resulted in a Statutory Declaration being provided.
 - ii) Memorials: Two applications for new memorials have been received. Both require transfer of ownership of

burial rights. Once the transfers have taken place the Memorial applications can be considered.

b) Cemetery Extension – Numbering of Plots

There is currently 1-1.5 years capacity for burials in the part of the cemetery currently in use. It was **AGREED** that the item be deferred until the new financial year as a project.

c) Cemetery Car Park and Signage

The car park is still being used by people who are not visiting the cemetery and the gates are being left open continually. The issue was discussed and it was **AGREED** that the clerk would agree suitable wording for a new permanent sign with members and seek a quote.

d) Feasibility of New Memorial Garden Area

The section of burial ground adjacent the current numbered plots is unsuitable for earthen grave due to soil composition and topography. The possibility of utilizing the area for a new memorial garden was discussed. Cllr Zaleski was concerned that placing a memorial garden in this area would change the look and feel of the current burial space. Due to the complexity of the matter it was **AGREED** that a working party should be formed later this year to look at the possible uses for this area of the cemetery.

e) Maintenance of Pedestrian and Vehicle gates

The following works were identified by the site inspection on 30th January 2016;

- i) Repair/replace single side gate leading to parish meadow
- ii) Remove and repair worn joints to double pedestrian gate at top of current burial area

It was **AGREED** that the clerk would seek a quote for the repair or replacement of the single pedestrian gate and Cllr Zaleski would discuss the repair of the double pedestrian gates with a local joiner/carpenter to seek their recommendation and quote for the works required.

f) Works required to Hornbeam trees either side of Gingko trees

The clerk had received advice from J Rendle regarding the works required to assist the Gingko trees to thrive. His first recommendation was that the hornbeam trees either side of them were removed (4 in number). The alternative was to undertake remedial works to the Hornbeams which included a height reduction of 10 feet, reshaping the trees and removing the worst of the lateral branches which are crowding the Ginkgos. The clerk is still awaiting contact from M Boughton on a second quote and recommendation. It was **AGREED** that the decision be deferred until full council, at which time a copy of the most recent report on the trees from WDBC Landscape Officer would be consulted. Additionally, a second quote should have been provided by this time.

g) Works to Yews (LHS hedge)

The clerk had been unable to make contact with M Boughton to discuss the works to the Yews. Cllr Wood provided an alternative email address and KJ said that she would follow up to find out what had been agreed with the contractor.

h) Consider the results of the last climbing inspection of the large conifers located either side of lych gate

A copy of the last inspection of the trees was presented to Councillors. The report was made in June 2013 by the Council's contractor. The inspection was carried out from the ground. The report recommended that the trees were inspected every two years and that a climbing inspection should be carried out in the next five years. Therefore an inspection is due. Councillors **AGREED** that M Boughton should be contacted by the clerk to determine whether his qualifications covered climbing inspections and to seek a quote for the works.

MINOR ITEMS OF INFORMATION OR INTEREST FROM COUNCILLORS

Cllr Woollacott notified members that she will shortly be putting together a TAP fund application to pay for further Lengthsman works in the parish.

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81/16 | **ITEMS FOR FUTURE AGENDAS**

Clr wood requested that discussion for a flood plan for Buckland Monachorum be placed on the next Full Council agenda.

82/16 | **FUTURE MEETING DATES**

- i. Weds 9th March: Buckland Monachorum Village Hall – General Purpose Committee 8.00pm

The meeting closed at 9.25pm.