

Minutes of the Huntington Cemetery Committee (HCC) Meeting held on Tuesday 10th September 2024 commencing at 7:00 pm in Huntington Community Centre

Present; Councillor A. Hawxby (AH), Councillor D.Geogheghan-Breen (DB), Councillor M.Gowland (MG), Councillor M. Duncanson (MD) and N Fatima (Burial Clerk).

Members of the public: 4

1 1.1 To receive apologies

None

1.2 To approve reasons for absence given by councillors

N/A

2. To confirm the minutes of the meeting held on 11th June 2024 as a true and correct record

It was resolved that the minutes of the 11th June 2024 be approved as a true and accurate record and signed and dated by the Chair.

3. To approve the accounts for Q2 2024/2025

The accounts for Q2 2024 / 2025 were presented. It was resolved to be approved as a true and accurate representation of the current financial status.

4. To receive the Clerks Report

- It was noted that between 12 June 2024 and 10 September 2024, there were 11 interments of cremated remains and 3 full burials.
- Recently, the grave digger has been unable to excavate double-depth graves, so two single graves have been offered as an alternative.
- Tree maintenance has been carried out due to concerns about high branches posing a risk of falling.
- Leaning headstones have been addressed, with a stonemason brought in to rectify the issue.
- There have been several molehills reported, and work is ongoing to manage the problem.
- Concerns were raised about items being improperly disposed of in cemetery bins and the potential removal costs for the cemetery.

5. To discuss the process of including a plaque on the cemetery benches

Following a discussion, it was agreed that the family would complete the plaque form and purchase the plaque, while a member of the cemetery committee would install it for a nominal fee.

6. To receive an update on the condensed version of Rule 10

DB will provide an updated version in the next meeting.

7. To discuss the continuation of pre-purchase application requests

A discussion took place, and it was agreed to pause pre-purchase application requests for the next 12 months to allow the extension work to commence.

8. To discuss the cemetery maintenance contract and address any related issues

- The service provided has been satisfactory, and a meeting will be arranged to discuss if any additional work is necessary.
- Additionally, an audit of the equipment stored in the brick hut will be conducted to identify items for potential sale.

9. To receive an update on the trees within the cemetery

The tree surgeon will conduct an inspection every six months. During a recent audit, he identified new work to remove trees with overhanging branches.

10. To discuss the next steps for the extension

YLCA training on tendering will be provided, and all cemetery committee members are required to attend.

There is a requirement to appoint a Clerk of Works and issue a tender. We will identify a suitable organisation to oversee the tender process, distribute the plans, and manage the associated tasks.

11. To discuss the comments raised by the Friends of Huntington Cemetery Committee

- A member of the public tripped on the kerb, so it has now been painted to improve visibility and reduce the risk of further incidents.
- The Friends have requested a tap near the rockery area. It has been suggested that a hosepipe be purchased to reach the area instead.
- A quote for paving or stepping stones to the rockery will be sought and agreed upon to assess the feasibility of the project.
- Markers will be used to identify each row of plots, improving organisation and ease of identification.

- The store will be made available for use by the Friends of the Cemetery once the equipment has been sold
- An update on the benches and a full inspection will be conducted to assess their condition and determine any necessary repairs or replacements.
- An upcoming visit by Strylands Nursery will be organised.
- The employees of Portakabin and Aviva have agreed to undertake volunteering work at the cemetery, contributing to its upkeep and development.

12. Correspondence

A request has been made to add a poster to the notice board with a message promoting positive vibes. This request has been reviewed and agreed upon,

13. To confirm the date of the next meeting as 10th December 2024

The meeting finished at 8.56 pm.

Signed..... Dated.....

Chair