

**MINUTES OF A MEETING OF Burial Ground Committee of PENNARD COMMUNITY COUNCIL  
HELD ON 23 MAY 2017 AT THE BURIAL GROUND at 6.30pm and PENNARD PARISH HALL at  
7.00 pm**

Present: Cllr Jason Thomas (Chair), Cllr Susan Rodaway, Cllr Ralph Cook, Cllr Lynda James, Cllr Wes Weeks

In attendance: Clerk – Mr David Mackerras

Apologies: Cllr Jeff Eley

Absent: Cllr Richard Killick, Cllr Angela Brunt

**Declarations of Interest:** None.

	<u>Action</u>
<p><b>1. To receive update from previous minutes</b> A notice board has now been purchased and is scheduled for installation shortly</p>	
<p><b>2. To consider action to be taken in relation to unstable memorial stones reported in the May 2017 Risk Assessment</b> It was proposed by Cllr Jason Thomas, seconded by Cllr Susan Rodaway and unanimously agreed that a notice will be displayed at the Burial Ground and on the Council website regarding remedial action to be taken i.e. that grave plot owners are advised of their responsibility in relation to making safe the Memorial stones. Grave owners should confirm their intention to repair within two weeks and effect the repair within a further four weeks. In the absence of owner action the Council will make the necessary repairs and charge the grave plot owners. The Council should make a further direct attempt to contact grave plot owners where repairs are required. Quotations should be obtained from three Memorial Masons – with prices to be provided for repairing all unstable stones, and another for a lesser number of stones to reflect the number of repairs directly made by grave owners.</p>	<p><b>DM/ JT/ SR</b></p>
<p>It was agreed that the grave owner with a non complaint memorial stone should be informed</p>	<p><b>DM</b></p>
<p><b>3. To review Burial Ground Charges</b> Charges were reviewed ahead of budget preparation in Autumn 2016 and it was agreed that a review should be undertaken at the next meeting of the Burial Ground committee.</p>	
<p>It was agreed that a policy should be set at the next committee meeting relating to the size of Memorial Stones. Inquiries will also be made regarding insurance of graves.</p>	
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<p><i>The meeting closed at 7.30 pm.</i></p>	