

## BRANDON TOWN COUNCIL

Minutes of the New Cemetery Working Party Meeting  
held virtually using Zoom on Monday 29th March 2021 at 7.00pm

**Present:** Cllr S Skinner (Chair) Cllr P Etherington, Cllr V Lukaniuk, Cllr N Vant, Cllr P Wittam  
Mrs A Barnes, Mr T Kent, Mr G Cock – Town Clerk

**1 APOLOGIES** for absence and approval of reasons tendered.  
Cllr J Hughes

**2 DECLARATION OF INTEREST** and additions to Members Register of Interest – None.  
Cllr S Skinner – Non-pecuniary interest. Mrs A Barnes – Pecuniary interest.

**3 TO RECEIVE AND CONFIRM MINUTES**

- Of the New Cemetery Working Party Meeting on Thursday 25th February 2021.

**Proposer:** Cllr S Skinner

**Seconder:** Cllr P Etherington

Resolution Record No: **BTCNC/95/29/Mar/21**

**CARRIED:** Unanimous

THE NEW CEMETERY WORKING PARTY RESOLVES THAT THE MINUTES OF THE NEW CEMETERY WORKING PARTY MEETING OF THURSDAY 25TH FEBRUARY 2021 BE APPROVED.

**4 TO DISCUSS** the laying out of the boundary of the new cemetery.

Cllr Skinner introduced the subject and asked members of the Working Party for any comments. Cllr Wittam queried the layout of the pegs on the perimeter. Cllr Skinner answered this point. Cllr Vant asked if any metal pegs had been used as these could be located with a metal detector. He was informed that the pegs were all located by GPS points and did not require any further marking. Mrs Barnes added that the pegs had been concreted in to make it difficult for vandals trying to move them.

Cllr Lukaniuk queried why the gateway appeared to be so wide. It was explained that the gateway is required to accommodate one vehicle in and one vehicle out simultaneously. Mr Kent did suggest that a smaller gate could be used if it was set back further. Cllr Etherington informed the meeting that they were there to discuss inclusions not detail.

**5 DISCUSSION AND CONSIDERATION** of features required in the new cemetery, for inclusion in costing exercise.

Cllr Skinner gave a short overview of the objectives of the Working Party. He commenced by outlining a number of essential items he felt should be given consideration by the contractors. These being water, electricity, lighting of the gateway, fencing style and car park.

Signed.....

Cllr Wittam stated he felt that toilets maybe considered although it may be required to be equipped with a septic tank. Mr Kent added that a septic tank would not be possible due to the level of the ground water in the area. Cllr Etherington added that the toilets would require cleaning possibly one or twice per day and queried to whom this task would fall. Mrs Barnes suggested that the toilets should be locked at all times except for when funerals are taking place and for the use by staff. Cllr Etherington suggested that the building could incorporate a small amount of storage. Cllr Annear also suggested that a shelter be provided for those that are attending a funeral. Cllr Vant suggested a hard connection to a main sewer would be desirable if the connection was local in the roadway.

The Working Party then considered the provision of a garden of remembrance. Cllr Skinner advised that this may restrict the income from the cemetery as people would opt for a scattering of ashes rather than interment in an ashes plot. Cllr Etherington suggested that the area would just be a garden for reflection with suitable seating.

Cllr Etherington asked for the inclusion of some suitable trees which would assist in the reduction of the water table. Mr Kent agreed with Cllr Etherington's comment. Cllr Wittam asked that at least one Yew tree is planted. Cllr Vant commented that a non-pollarded style of tree be used. Mr Kent shared his computer screen to show various tree types in situ.

Mrs Barnes offered her opinion regarding the incorporation of wildlife friendly additions, such as; bee bricks, bat boxes and the like, including perhaps a Swift tower. Mrs Barnes had sent a number of pictures demonstrating various options of the items suggested. The Clerk proposed that consideration be given to planting that provides colour. Cllr Lukaniuk put forward the use of Laurel. Cllr Palmer suggested the use of Rowan as this provides colour in the leaf and berries. He then asked if the wall was proposed to run the whole length of the roadside. Cllr Etherington advised that estate fencing was originally used on the roadside and its use again would just be replacing like for like. Cllr Vant recommended Golden False Acacia.

Mrs Barnes suggested softening the hard surface of the entrance way by incorporating low planters into the wall structure. Mr Kent said he would check as to whether this would be objected to by the Planning Department. Cllr Lukaniuk reiterated that he had suggested Laurel hedging and added that he felt an artist's impression is required. Cllr Etherington commented that we are already paying a company to produce visuals of the project, to do additional work would be a waste of money. Cllr Vant added his agreement to this statement.

Cllr Palmer commented that the frontage to the new cemetery is a prime concern. Cllr Wittam agreed that estate fencing with a hedge either inside or outside would be desirable on the road frontage with perhaps post and rail to the other boundaries. Cllr Wittam put forward a variety of possible hedging plants including Blackthorn, Beech, Laurel and similar varieties which are good for wildlife. Cllr Etherington observed that too many different varieties are undesirable as they grow at different rates.

Cllr Skinner summarised the general opinion of the Working Party regarding the fencing, hedging and entrance way along Manor Road. Cllr Lukaniuk suggested that the ground is raked and levelled. Mr Kent stated that the cost would be approximately £1 per metre and should be done once the road has been established. Cllr Etherington added that the work should be done in sections to allow the wildlife to migrate.

Cllr Wittam suggested that a small holder in Coulson Lane would be very pleased to do this work at minimal cost. Cllr Skinner felt that the Working Party now had enough information to pass to the company designing the layout of the new cemetery and asked if everyone was happy to move to the next agenda item. The Clerk is to summarise the items suggested and convey this to the designers.

Signed.....

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**6 RESOLUTION TO EXCLUDE THE PUBLIC AND PRESS**

*That pursuant to the Public Bodies (Admission to Meetings) Act 1960, the Public and Press be excluded from the Meeting temporarily due to the confidential nature of the business to be discussed concerning QUOTES: LAND: STAFF: CONTRACT.*

**Proposer:** Cllr S Skinner

**Seconder:** Cllr P Wittam

Resolution Record No: **BTCNC/96/29/Mar/21**

**CARRIED:** Unanimous

Signed.....

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Monday 29th March 2021

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Confidential Minutes  
of the New Cemetery Working Party Meeting  
held virtually using Zoom on Monday 29th March 2021 at 7.00pm

**THIS PAGE IS CONFIDENTIAL  
ONLY THE RESOLUTIONS MAYBE DISPLAYED  
AS A MATTER OF PUBLIC RECORD**

**7 ANY OTHER BUSINESS**

The Clerk is currently investigating registration with Land Registry.

The meeting closed at 8.04pm

Signed.....