

**18 July 2022**

**BANDON HILL CEMETERY JOINT COMMITTEE**

**18 July 2022 at 5.30 pm**

**MEMBERS:** Councillors Edward Joyce, Barry Lewis, Sam Martin and Scott Roche

**ABSENT:** Councillor(s) Fox

**1. WELCOME AND INTRODUCTIONS**

The Clerk welcomed those present.

**2. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor Simon Fox.

**3. DECLARATIONS OF INTEREST**

There were no declarations of interest.

**4. MINUTES OF THE PREVIOUS MEETING**

**RESOLVED:** that the minutes of the meeting held on 29 November 2021 be agreed as an accurate record.

**5. ANY URGENT BUSINESS**

There was no urgent business.

**6. ELECTION OF A CHAIR AND VICE CHAIR**

A motion to appoint Councillor Barry Lewis as Chair and Councillor Sam Martin as Vice Chair for the 2022/23 municipal year was moved by Councillor Edward Joyce and seconded by Councillor Scott Roche. It was then put to a vote and won.

**RESOLVED:**

That Councillor Barry Lewis be elected as Chair, and Councillor Sam Martin as Vice Chair, for the 2022/23 municipal year.

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## **7. REPORT OF THE TREASURER**

The Treasurer to the Committee presented the report.

The committee discussed the risks included in the cemetery's risk register, particularly the risk of rising costs affecting the financial viability of the cemetery. The Treasurer confirmed that the risk had a high rating due to additional cost pressures but that mitigation was in place.

The committee discussed the risk that the cemetery would run out of spaces for new graves. Officers confirmed that this was considered a medium- to long-term risk and that legislation was in place to enable the digging of deeper graves which might allow for more graves to be located in the cemetery. It was noted that the main concern was around freeing up money in the budget to save for the future.

### **RESOLVED:**

1. To note the provisional financial outturn for 2021/22
2. To note the estimated cost of the Internal Audit review of the year-end accounts and agree to these being charged to the Bandon Hill Cemetery accounts (Section 5).
3. To review the proposed Risk Register and provide any comments for officers' consideration.

## **8. REPORT OF THE SURVEYOR**

The Surveyor to the Committee presented the report.

The committee discussed the proposed changes to how the acid grassland meadow would be mowed. The Surveyor confirmed that the cemetery already had several plant species that occurred naturally in the soil and outlined the proposed changes to how the grassland would be cut. In response to questions raised about possible complaints from residents, officers confirmed that the proposal would require consultation with users of the cemetery, particularly given the sensitive nature of a cemetery and that some users had previously complained about the length of the lawn. It was confirmed that, if agreed, the proposal would be communicated to users and that the aim would be to start the process in 2023.

The committee discussed tree and hedge planting in various areas of the cemetery. It was confirmed that there was ongoing work to plant ten trees per year. The committee also discussed the possibility of planting trees around the boundary to block the view of the road.

It was agreed that the Surveyor would organise a tour of the site for all members of the committee.

### **RESOLVED:**

1. To agree that:

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- a. A detailed acid grassland meadow plan is prepared showing how mowing could be adjusted in 2023 on a trial basis.
- b. Funding of £600 is made available for a sign explaining the biodiversity of the site and how it is being encouraged through specific maintenance activities.

The meeting ended at 5.49 pm

Chair: .....

Date: .....