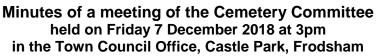
Frodsham Town Council





Present: Cllrs J Critchley (Chair), C Ashton, L Brown, P Williamson (part)

Meeting 4

No	Item
34	Apologies
	Apologies were received and accepted from Cllr Lord F Pennington.
35	Declarations of Interest
	None
36	Minutes of meeting 2 of the Cemetery Committee held on 27 September 2018
	The minutes were agreed and signed as a true record – proposed and seconded by Cllrs J Critchley and Brown.
37	Minutes of meeting 3 of the Cemetery Committee held on 26 October 2018
31	The minutes were agreed and signed as a true record – proposed and seconded by
	Clirs Ashton and Brown.
38	Opportunity for Public to Speak – None present.
39	Cemetery Design Support
	It was agreed to commission the Designer to provide professional oversight of the
	installation of the new road layout @ £12,269 + VAT – proposed and seconded by
	Clirs Ashton and Brown.
40	R1 Recommend to Council to commission the Designer to oversee the project
40	Cemetery Regulations The amended regulations were agreed – proposed and seconded by Cllrs J Critchley
40.1	and Brown
40.2	
_	quotation to have the regulations booklets professionally printed.
	Action: The Administrative Officer to seek a quotation for printing a small number of
	books, eg 250 and multiples thereof.
41	Cemetery Paperwork
	3:05pm Cllr Williamson joined the meeting. The following revised documents were
	agreed:
	Notice of Interment,
	Right of Ownership and Acceptance of Regulations letter
	Acceptance of Regulations form
	Memorial Permit Application
	 Memorial Plaque application Action: The Administrative Officer to ensure the references to 'Hazel Catt' are
	amended to refer only to the Town Clerk
41.2	It was noted that the paperwork to transfer or assign ownership needs reviewing
	Action: Cllr J Critchley agree to progress this review
42	Fee structure
	It was agreed that a wider review, comparing the fees structures at other local
	cemeteries was needed.
	Action: Cllr J Critchley agreed to progress this review

Committee Members: Cllrs C Ashton, L Brown, J Critchley, Lord F Pennington and P Williamson.

No	Item
43	Cemetery Office
	It was agreed to defer consideration of the potential to extend the cemetery office to provide a single office base for FTC until after meeting the new tenant of the ground
	floor at Castle Park House.
	Action: Cllr J Critchley agreed to progress this if appropriate after meeting the new
	CPH tenant
44	Agenda items for the next meeting
	Review signage for car park users when not visiting the cemetery
	Sanctum 2000
	Natural burials
45	Date of next meeting
	29 March 2019 (3pm).

Committee Members: Cllrs C Ashton, L Brown, J Critchley, Lord F Pennington and P Williamson.