

Frodsham Town Council

Minutes of a meeting of
The Cemetery Committee
held on Friday 20 January 2017 at 2.00 pm
In Castle Park House, Frodsham



Present: Cllrs J Critchley, L Brown, C Ashton, P Williamson and M Poulton.
Residents Mr J Neild, Mrs A Parker and Mrs J McDonagh

Cllr Ashton left the meeting at 2.30pm

Meeting 1

No	Item	Note/Decision/ Action
01	Appointment of Chair	Cllr J Critchley was appointed
02	Appointment of Deputy Chair	Cllr Ashton was appointed
03	Apologies for Absence	It was noted that Cllr Pennington and Mr N Smith had sent their apologies.
04	Minutes of Meeting 1 of the Cemetery Sub-committee – 29 June 2016	The minutes were agreed as true and accurate record and signed by the Chair.
05	Minutes of Meeting 2 of the Cemetery Sub-committee – 7 September 2016	The minutes were agreed as true and accurate record and signed by the Chair.
06	Terms of Reference	The Terms of Reference approved by FTC on 12 December 2016 were noted
07	Cemetery Design Report	It was agreed to arrange a separate meeting with the Design Company. TC to arrange.
08	Budget 2016-17	The budget to date was accepted. The Chair confirmed that a reserve of £10,000 had been earmarked for the Cemetery.
09	Cemetery Regulations	No amendments were identified.
10	Access	Mrs McDonagh explained her access difficulties. It was agreed that disabled access to graves should be raised at the meeting with the Cemetery designer to see how this problem might be resolved
11	Maintenance Plan	The draft management plan was noted.
12	Business Plan	No progress

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13	Trees	There are 76 trees in the cemetery. It was noted that some were commemorative trees and should not be considered for removal. Mrs Parker was concerned about potential damage to graves if trees were removed. Mr Neild felt that the removal of 8 trees would provide an extra 44 plots. It was agreed this issue should be raised for advice at the meeting with the Cemetery designer before agreeing any removals.
14	Fees & Charges	It was agreed to review the charges in October.
15	EDGE Software	The renewal of the contract was agreed.
16	Budget 2017-18	The budget for 2017-18 was noted.
17	Agenda items for the next meeting	To consider pre-booking of plots
18	Date of next meeting	Friday 20 th April at 2pm.

Meeting ended 3.10pm.

Members: Cllrs C Ashton, L Brown, J Critchley, F Pennington and M Poulton
Residents – Mrs J McDonagh, Mr J Neild, Mrs A Parker and Mr N Smith