

# Frodsham Town Council

Minutes of a meeting of  
The Cemetery Committee  
held on Friday 6 October 2017 at 3pm  
In the Town Council Office, Castle Park, Frodsham



**Present:** Cllr J Critchley (Chair), C Ashton, L Brown, F Pennington and P Williamson  
Mrs H Catt (Town Clerk)

**In Attendance:** Mr J Nield, Mrs J McDonagh and Mr A Percival (Harrison Design  
Development Ltd)

## Meeting 2

No	Item
13	<b>Apologies</b> Apologies were received and accepted from Cllr Poulton and Mrs A Parker. Mr N Smith resigned from the committee.
	<b>Declaration of Interest</b> None
14	<b>Minutes of the meeting 1 of Cemetery Committee held on 20 July 2017</b> The minutes were agreed and signed as a true record – proposed and seconded by Cllrs F Pennington and J Critchley.
15	<b>Cemetery Design Support</b>
15.1	Mr Percival present several options for the development of the upper area which were discussed. The topographical survey had been complete and the designs had to work with the slope and to try and minimize the impact on visitors. Mr Nield suggested that a one-way road could be built around the whole site to improve access. Some larger cemeteries offer buggies to improve access. One of the designs aligned the plots to make the pathways as level as possible. It was agreed that Mr Percival would take the ideas away and come back with a couple of costed designs.
15.2	Mr Percival explained it was difficult to improve access to the existing areas due to the layout of the graves. TC will contact funeral directors to check how the family plots are filled to see if there is scope for matting between them and liaise with Mr Percival about options.
16	<b>Cemetery Cost 2017-18</b> The actual payments (£3,616.06) & receipts (£12,145) in the first half of 2017-18 were noted. There is also an apportionment of the Facilities Manager's time & costs to consider. Mr Nield queried whether contribution towards cemetery provision is included in the Community Charge – TC to check. TC will breakdown the figures into new burial & Interments and re-opens in future.
17	<b>Business Plan</b> It was agreed that TC should get 3 quotes for the development of a business Plan for the Cemetery
18	<b>Friends of Tarvin Road Cemetery</b>
18.1	The example from Much Wenlock was preferred and TC will find out its population size. She will circulate a draft based on this.
18.2	The plans for an initial meeting were deferred.

Cllrs C Ashton, L Brown, J Critchley, F Pennington, M Poulton and P Williamson.

No	Item
19	<p><b>Exhumation Admin Charges</b>            TC had spoken to other Town Councils and none had charges. TC will check with larger authorities including Halton and Warrington.</p>
20	<p><b>Grave Ornamentation</b>            There have been several complaints about breaches of cemetery regulation and excessive ornamentation of cremated remains plaques and planting at some graves. It was agreed that TC would write to families to remind them of the regulations.            Memorial Plaque area – people have started to leave ornaments by the memorial wall under the plaques. It may be possible to plant a raised flower border – TC will discuss with FM. A notice should be placed nearby to say that any ornaments will be removed.</p>
21	<p><b>Trees</b>            TC will ask FM to prune the trees if needed.</p>
22	<p><b>Earmarked Reserves</b>            The Earmarked Reserve of £20,401.08 was noted.</p>
23	<p><b>Agenda items for the next meeting</b>            Cemetery Design            Breakdown of cemetery income.            Quotations for Business Plan            RADAR Lock on toilet            Update on ivy removal on cemetery building</p>
24	<p><b>Date of next meeting(s)</b>            18 January 2018 (3pm) and 19 April 2018 (7pm).</p>