



OXTED PARISH COUNCIL - BURIAL GROUND COMMITTEE

Minutes of the meeting of Oxted Parish Council Burial Ground Committee, held in
The Meeting Room, Oxted Community Hall, Oxted
on Tuesday 26th July 2016 at 6.00pm

Mr David Weightman
Mrs Liz Parker
Mrs Claire Dillon
Mrs Barbara Harling
Mrs Karen Weightman

Mrs M Gibbins
Clerk to Oxted Parish Council

MINUTES

1. **Apologies for absence:** to receive and accept apologies for absence.
There was none
2. **Declarations of Disclosable Pecuniary Interest:** *To receive any disclosure by members of personal interests in matters on the agenda, the nature of any interests, and whether the member regards the interest to be prejudicial under the terms of the Code of Conduct. Members are reminded of the need to repeat their declaration immediately prior to the commencement of the item in question. Anyone with a prejudicial interest must, unless an exception applies, or a dispensation has been issued, withdraw from the meeting.*
There was none declared
3. **Public session:** There was no member of the public present.
4. **Matters arising from the Councillors inspection of the burial ground prior to the meeting**
 - Bird bath by circular bench needs fixing
 - Lime tree needs to have lower orders pruned
 - Spoil heap needs reducing
 - Clearance of undergrowth under trees at far end of burial ground
 - Tree and bracken to be removed on right hand side near stream
 - Plot edging to be removed at far end of burial ground
 - Tree bordering roadway to be pruned
 - Plot 508 – tree to be removed
 - Plot 569 – tree to be removed
 - Plot 601 – cross is broken and needs removing**Action: Clerk will resolve with ProGround and plot owners**
5. **Burial Account**
Receipts and Payments schedule. The schedule was tabled and it was noted that income is ahead of budget and expenditure is in line with budget.
Quotations – it was proposed and agreed by the Burial Committee members that the paling fence should be replaced. The Clerk will seek the approval of full council via email communication.
Action: Clerk

Clerk to contact the farmer to advise of plan regarding the fence and the clearance of the overgrowth on the far side of the fencing.

Action: Clerk

6. **Parking**

The Committee members were pleased to see the Volvo has been removed from the burial ground and the owner of the vehicle has moved into his own accommodation. The Clerk will email the legal team at TDC to thank them for their efforts.

Action: Clerk

7. **Tender process**

According to Standing Orders a contract can be extended for 2 years without going out to tender. The Committee agreed that this would be their preferred course of action as the burial ground is well maintained by the current contractor.

Action: Clerk to communicate with contractor following the next burial ground meeting

8. **Future Works**

Disabled parking slope

Entrance gate

Widen road way

Semi circular bench at far end of burial ground

Extending beech hedging

Hedging infill on far side of stream

Clearing pipe under entrance to roadway

Paling fence requires extra posts

Councillors will meet at 5.30pm at the burial ground for an inspection of the grounds.

Date of next meeting will be held in The Meeting Room, Oxted Community Hall, Oxted,
on Tuesday 27th September 2016 at 6.00 pm.

Copies of Parish Council minutes are held by the Clerk and are available on the
Parish Council web-site: www.oxted-pc.org.uk

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