



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 27th September 2016 at 6.00pm

Mrs Liz Parker
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.
Mr David Weightman and Mrs Claire Dillon
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
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**
 - Middle part of the stream appears to be silted as water is not flowing
 - Lower branches need cutting back
 - Clerk to meet with ProGround at burial ground to identify shrubs which can be removed
5. **Burial Account**
Receipts and Payments schedule was briefly discussed. The Clerk confirmed that an additional £1000 had been received since the schedule was prepared.
Discussion ensued regarding the fees charged by the local burial grounds. The Clerk will prepare a schedule of all fees and present them at the November Full Council meeting.
6. **Working Party Date**
The date of Saturday 19th November at 0930 was agreed as the date for the next burial ground working party.
7. **Tender process**
The OPC Standing Orders stipulate that a contract for works can be extended by 2 years without going out to tender again. All agreed that ProGround keep the burial ground in excellent condition and provide an excellent service. Clerk to communicate with ProGround
The Clerk confirmed that the fence works are commencing in the first week of November 2016.
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

The Clerk confirmed she is still awaiting quotes for some works and the availability of finance for works which quotes have been received for.

Councillors will visit the burial ground in the week leading up to the meeting and feedback comments at the meeting.

Date of next meeting will be held in The Meeting Room, Oxted Community Hall, Oxted,
on Tuesday 15th November 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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