



OXTED PARISH COUNCIL - BURIAL GROUND COMMITTEE

Minutes of the meeting of Oxted Parish Council Burial Ground Committee,
held at Oxted Community Hall on Tuesday 23rd November 2021 at 6:00pm,

Cllr Denize Wallace - Chairman

Cllr Barbara Harling

Cllr Liz Parker

Cllr Peter Giles

Mrs Maureen Gibbins

Clerk & RFO to Oxted Parish Council

MINUTES

1. **Apologies for absence:** to receive and accept apologies for absence.
Cllr Katherine Saunders and Cllr Matt Sapsford
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 pecuniary 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 an interest must, unless an exception applies, or a dispensation has been issued, withdraw from the meeting.*
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.**
 - The Chairman thanked the councillors who attended the burial ground working party on 6th November.
 - It was agreed the burial ground is looking neat and tidy.
 - The maintenance team are clearing truck loads of leaves during each visit at present.
 - The stream will be cleared, and the hedge cut prior to Christmas
5. **Burial Ground**
 - Estimate for roundabout works – The Clerk reported it has been confirmed that the quote will be submitted in January 2022
 - In advance plot purchase – there followed discussion regarding the purchase of plots in advance of requirement. It was agreed that requests will be considered on an individual basis and on compassionate grounds.
 - Memorials – The Clerk confirmed that the memorial which has been incorrectly installed in the burial ground is being dealt with by the family.
 - Relocation of plots – The Chairman reported that the resident has submitted a request to the Diocese for the exhumation and relocation of their relative. The decision will be made by the Diocese.
6. **Burial Account**

Receipts and Payments schedule – the schedule which had been circulated in advance of the meeting was acknowledged.

Fees – The paper prepared by Cllrs Damesick, Feesey and Rivers was considered in conjunction with the papers prepared by Cllr Giles and following discussion the committee agreed to leave the fees at the level currently publicised.

7. **Future Works**
Replanting of the roundabout

Date of next meeting will be held on Tuesday 11th January 2022 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 Mrs M Gibbins, Parish Clerk, Tel: 07510 226989