



## OXTED PARISH COUNCIL - BURIAL GROUND COMMITTEE

Minutes of the meeting of Oxted Parish Council Burial Ground Committee,  
held at Oxted Community Hall on Tuesday 17<sup>th</sup> May 2022 at 6:00pm,

Cllr Peter Giles - Chairman  
Cllr Denize Wallace  
Cllr Katherine Saunders  
Cllr Liz Parker  
Cllr Barbara Harling  
Cllr Matt Sapsford

Mrs Maureen Gibbins  
Clerk & RFO to Oxted Parish Council

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### MINUTES

1. **Election of Chairman**  
Cllr Denize Wallace nominated Cllr Giles, Cllr Sapsford seconded. Elected one abstention
2. **Election of Vice Chairman**  
Cllr Katherine Saunders nominated by Cllr Giles. Elected
3. **Apologies for absence:**  
There was none received.
4. **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.*  
There was none declared
5. **Public session:** There was no member of the public present
6. **Matters arising from the Councillors inspection of the burial ground prior to the meeting.**
  - Two new watering cans were purchased and installed in the burial ground
  - Left hand side of burial ground adjacent to the roundabout does not appear to have been cut recently although either end does
  - Long grass around base of trees requires strimming
  - A lot of grass cuttings are covering numerous memorials
  - Weeds require cutting back along the stream
  - The path towards the circular bench requires weed treatment
  - Where the new plots are being dug there are some large weeds growing between them.
7. **Burial Ground**
  - Roundabout works – Following discussion it was agreed quotes are required for the block paving of the roundabout to enable the council to ratify the request to fund the works including the new bench. It was also suggested that box sections be installed around the edge of the roundabout.

**Action: Clerk**

- Burial Ground records and droning the site – the Clerk confirmed follow-up information has not been received despite further requests being sent. It was agreed a further email will be sent.

**Action: Clerk**

**8. Burial Account**

Receipts and Payments schedule – the figures which had been previously circulated were discussed. Income is slightly up on the same period in 2020/21.

**9. Future Works**

Clear bushes on roundabout

Source solutions for surface on roundabout when bench is installed

Source supplies and estimates for circular bench

Cllr Wallace reported that Alex Jones funeral directors has agreed to provide £1k for replacement of rose bushes. Clerk to write to confirm.

**Action: Clerk**

**Meeting closed at 1835**

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Date of next meeting will be held on Tuesday 19<sup>th</sup> July 2022 at 5:30 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](http://www.oxted-pc.org.uk) Mrs M Gibbins, Parish Clerk, Tel: 07510 226989