



OXTED PARISH COUNCIL - BURIAL GROUND COMMITTEE

Minutes of the meeting of Oxted Parish Council Burial Ground Committee,
held at Oxted Community Hall on Tuesday 10th January 2023 at 6:00pm

Cllr Peter Giles - Chairman
Cllr Katherine Saunders
Cllr Liz Parker
Cllr Denize Wallace
Cllr Jean Inker

Mrs Maureen Gibbins
Clerk & RFO to Oxted Parish Council

MINUTES

1. **Apologies for absence:** to receive and accept apologies for absence.
Cllr Barbara Harling
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.*
There were none declared.
3. **Public session:** There were no members of the public present.
4. **Matters arising from the Councillors inspection of the burial ground prior to the meeting.**
 - Car parking area is flooding
 - Need to address the issues with the blocked drains
 - Rowan trees have been planted along the boundary to Stoney Field and 2 Cherry trees have been planted: one on the left-hand side of the entrance and another on the left edge of the extended pathway.
5. **Burial Ground**
 - Burial Ground Fees – the paper which had been previously circulated was discussed. It was agreed that an increase on the parishioner rate is required however should be restricted to 35%. Cllr Giles will redraft and recirculate the papers.
 - Consideration will be given to charging a fee for plaques on rose beds when a rose is dedicated to a family member together with plaques on benches.
 - Burial Ground records and droning the site – The Clerk confirmed the burial records are being transferred to the software package by the company at no charge to the parish council. The Clerk has followed up and is awaiting an update.
 - Planting of the rose gardens – this scheduled to be undertaken in the Spring when the weather improves, and the roses are available.
6. **Burial Ground Registration**
This is to be researched by the Clerk and Cllr Giles
7. **Burial Account**
Receipts and Payments schedule – the schedule which had been previously circulated was noted.

8. Future Works

Meeting closed at 1830

Date of next meeting will be held on Tuesday 14th March 2023 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