



OXTED PARISH COUNCIL - BURIAL GROUND COMMITTEE

Minutes of the meeting of Oxted Parish Council Burial Ground Committee,
held at Oxted Community Hall on Tuesday 19th September 2023 at 6:00pm

Cllr Denize Wallace – Chairman

Cllr Louise Kirk

Cllr Peter Quinn

Cllr Peter Giles

Cllr Jean Inker

Mrs Maureen Gibbins

Clerk & RFO to Oxted Parish Council

MINUTES

The Chairman expressed thanks to all who attended the working party and assisted in clearing the burial ground.

1. **Apologies for absence:**

There were none received.

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.**

- rose garden needs weeding.
- hedge by the stream requires cutting back.
- stream requires clearing.
- moss treatment on hard surfaces
- thistles plants on plots and by plots to be removed.
- there is a branch hanging (does not appear to be attached) from a tree on the right-hand side of the footpath just up from the garden of remembrance.
- concern was expressed at the amount of loose grass cuttings around the site.

5. **Burial Ground**

- Rose gardens – It was agreed this area requires weeding and will be attended to by the maintenance team. The Clerk has communicated with the contractor who

planted the roses and is awaiting a date when the edging of the areas will be attended to. Cllr Wallace and the Clerk will research which plants could be interspersed with the rose bushes to prevent the deer eating the flowers.

- Planting of additional trees – It was agreed to request Country Garden Services to plant the remaining trees from Clerk’s garden around the perimeter of the burial ground.
- Fees for plaques on benches – It was agreed a fee of £75 will be charged for the erection of plaques on the benches in the burial ground. The wording must be agreed with the Clerk in advance and the plaques must be a uniform size.
- Maintenance to bin store area – It was agreed to review the situation with the condition of the bin store area at the January 2024 Burial Ground Committee meeting.
- Decision regarding redesign of the roundabout – It was agreed the roundabout area will be cleared, retarmac the ground and lay block paving under the circular bench. The Clerk will obtain quotes. Cllr Wallace will seek support from a local resident. Funding will be sought via a request in Hurst Green News and RH8 publications.
- Working party date – Saturday 21st October 10 to 12

6. **Burial Ground Registration**

The Clerk has been unable to source any minutes for the Burial Ground Board.

7. **Burial Account**

Receipts and Payments schedule will be reviewed and re circulated.

8. **Future Works**

It was agreed to review the position regarding the locking and unlocking of the burial ground gates over the next couple of months. The issues that had instigated the locking of the gates appears to have been resolved.

Meeting closed at 1850

Date of next meeting will be held on Tuesday 21st November 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