



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 July 2024 at 6:00pm

Cllr Denize Wallace - Chairman
Cllr Louise Kirk - arrived at 18:10 and apologised for being late
Cllr Peter Giles
Cllr Peter Quinn
Cllr Jean Inker

Mrs Maureen Gibbins
Clerk & RFO to Oxted Parish Council

MINUTES

1. **Apologies for absence:** to receive and accept 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*
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.**
 - A possible new site for the bin store near the roundabout was identified. It was agreed this will be temporarily marked out for assistance
 - Piece of plyboard has been left at far end of the burial ground. The Clerk will liaise with the grave digger.
 - Hedge needs cutting
 - Grass at the North corner requires more attention
5. **Burial Ground**
 - Planting of roundabout - The Clerk will contact the Forge for a quote to install iron works around the tree on the roundabout. It is intended for 2 rings of lavender to be planted in early Autumn with coconut bark on the soil. Knights Garden centre has offered a 10% discount on the lavender plants of which it is anticipated that 240 are required.
 - Working Party - 12th October 10 until 12. The Clerk will advise all Councillors.
 - Working Smarter Not Harder document - Cllr Giles explained the rationale to the document. It was agreed to leave the Finance Working Group to review finance packages with possible cemetery record management as an add on. The Burial Ground Committee will review the possibility of a cemetery record management system at the January 2025 meeting.
 - Community Service support - Cllr Wallace explained the system whereby offenders are offenders given community service to undertake. The offenders are supervised and

provided with list of tasks that are required. It was agreed the Clerk and Cllr Wallace will progress this proposal.

- Cyclists in burial ground - The Clerk reported to the Committee the communication she had received from a family member visiting the burial ground whereby children and adults had been cycling in the burial ground including on the grass and over burial plots. It was agreed all members will monitor the situation prior to any other action being taken.

6. **Burial Ground Registration**

- Cllr Giles presented a screen shot of the physical deed dated 1963. With reference to LGA 1972 the ownership needs to be updated to Oxted Parish Council. Further work is also being undertaken to update the records with Land Registry.

7. **Burial Account**

Receipts and Payments schedule - the schedule which had been previously circulated was noted. The Clerk confirmed the income was now £19,662 as an additional £1,200 had been received since the schedule was circulated.

8. **Future Works**

Iron works
Bin store
Planting of lavender
Memorial wall

Meeting closed at 1902

Date of next meeting will be held on Tuesday 24th September 2024 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