



OXTED PARISH COUNCIL - BURIAL GROUND COMMITTEE

Minutes of the meeting of Oxted Parish Council Burial Ground Committee,
held at Oxted Community Hall on Tuesday 26th November 2024 at 6:00pm

Cllr Denize Wallace - Chairman

Cllr Louise Kirk

Cllr Peter Giles

Cllr Jean Inker

Mrs Maureen Gibbins
Clerk & RFO to Oxted Parish Council

MINUTES

1. **Apologies for absence:**
Cllr Peter Quinn apologised
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 in attendance.
4. **Matters arising from the Councillors inspection of the burial ground prior to the meeting.**
 - Branches on the ground following storm
 - Hedge requires hard reduction in depth and height. Estimate is awaited for the works to be undertaken.
 - Stone near bench
 - Branches top corner of burial ground require removing.
 - Dead tree to be removed.
 - Offcuts of turf to go on spoil heap
 - tree needs to be moved
 - yellow barrow with soil needs removing.
 - GofR square of grass needs to be removed to spoilheap.
 - GofR - one plot has too much memorabilia and needs to be removed.
 - Fence by footpath requires repairing
 - Trolley to be returned to supermarket.
 - Bush by roundabout to be pruned.
 - Fence surrounds to be removed from burial plots.

The Clerk will address all issues above with the relevant contractors.
5. **Burial Ground**
 - Planting of roundabout - lavender to be planted, ground to be prepared and working party to do in early Spring. Number of plants to be confirmed by Cllr Wallace.
 - Community Service support (PQ) - follow up at January meeting.

- New bin store – to follow up at January meeting. Cllr P Quinn has circulated a sketched plan. The Clerk to obtain quotes for the works to be undertaken.
- Iron works on roundabout – to follow up at January meeting

6. **Burial Ground Registration**

The Clerk will contact the solicitors for an update. Both Cllr Giles and the Clerk have followed up once already.

7. **Burial Ground Tender**

The original tender document from 2019 had been previously circulated. All members of the Committee were requested to review the document and forward suggested amendments to the Clerk for consideration for inclusion in the document which is being circulated to interested parties in late January/early February 2025

The Clerk will communicate with Master Park, that following completion of the tendering process, the hedge and grass area by the Oxted War Memorial will be maintained by Master Park contractors.

8. **Burial Account**

Receipts and Payments schedule – reviewed and noted.

9. **Future Works**

Iron works on roundabout
Planting of lavender on roundabout
New bin store by roundabout
Reduction of hedge and renewal of gravel on GofR

Meeting closed at 1851

Following closure of the meeting there followed a brief update regarding the attendance of youths in the burial ground firing catapults.

Date of next meeting will be held on Tuesday 21st January 2025 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