

# MUCH HADHAM PARISH COUNCIL

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Notice is hereby given that the meeting of the Much Hadham Parish Council **Burial Authority** will be held on **Tuesday, 4<sup>th</sup> October 2022**, in the **Much Hadham Village Hall**, at **6:45 pm**, for the purpose of transacting the business set out in the Agenda below, and you are hereby summoned to attend.

*Fiona Forth*

Fiona Forth  
Clerk of the Council

29<sup>th</sup> September 2022

## A G E N D A

- 22/46. Apologies for absence
- 22/47. Declarations of Interest
- 22/48. Chair's announcements
- 22/49. Minutes of the meeting held on 2<sup>nd</sup> August 2022
- 22/50. Reports on outstanding matters
- 22/51. Residents' comments
- 22/52. Management update  
To receive an update on managing the burial grounds, including extending Perry Green Burial Ground
- 22/53. Financial
- (i) Payments since last meeting
- |                      |   |               |
|----------------------|---|---------------|
| B Bird               | Perry Green Burial Ground<br>noticeboard repair | £18.96 + VAT  |
| MH Landscapes Ltd    | Burial Ground maintenance<br>Apr – Jun 2022     | £450 + VAT    |
| Seated Furniture Ltd | New bench – Perry Green<br>Burial Ground        | £478.53 + VAT |
- (ii) Financial Statement  
To receive the current financial position
- 22/54. Urgent business
- 22/55. Confirmation of date of next meeting – Tuesday, 6<sup>th</sup> December 2022 – Much Hadham Village Hall

## **MUCH HADHAM PARISH COUNCIL**

MINUTES of the Much Hadham Burial Authority meeting held on Tuesday, 4<sup>th</sup> October 2022, in the Much Hadham Village Hall, at 6:45 pm.

<u>Members:</u>	*Cllr K Hamilton	*Cllr P Taylor (Chair)
	*Cllr J Liversage	*Cllr K Twort
	*Cllr B O'Neill	

\* denotes present

In attendance: 3 members of the public and apologies were received from F Forth, Clerk who was unwell.

### 22/46. APOLOGIES FOR ABSENCE

None.

### 22/47. DECLARATIONS OF INTEREST

None.

### 22/48. CHAIR'S ANNOUNCEMENTS

None.

### 22/49. MINUTES OF THE LAST MEETING

RESOLVED that the minutes of the last meeting held on 2<sup>nd</sup> August 2022 be accepted as a correct record of the proceedings and be signed by the Chair.

### 22/50. REPORTS ON OUTSTANDING MATTERS

None..

### 22/51. RESIDENTS' COMMENTS

A resident thanked the Parish Council for the installation of a new bench. The location of the bench was queried, and it was explained there were logistical and practical reasons for it being placed near a large tree root, which was too large to have removed.

## 22/52. MANAGEMENT UPDATE

### Inspection

Cllr B O'Neill and the Clerk had inspected the burial grounds on 23<sup>rd</sup> September and found that both Burial Grounds were in good condition but that since the recent rain, the grass had grown quite a bit.

At Perry Green Burial Ground, it had been noted that the brambles on the east boundary (the woodland side of the ditch) were overgrown and encroaching into the burial ground. It was proposed to contact the landowner (believed to be Henry Moore Foundation) for some assistance with this.

It was also noted that the wooden bin store was dilapidated, and not even used, as the lids could not be opened whilst in the store, so were always left out. A suggestion was made to remove the store altogether, or just leave the rear "wall", to shield the bins from the road.

It was also noted that the newly sown grass was now growing in the new section, but was very weedy and patchy. The contractor had reserved some grass seed, and would patch areas that required attention. It was thought that the grass would settle, and mature over the next few years.

With regard to St Andrew's Burial Ground, the entrance was working well, but the gate now required attention. The Chair was expecting a quote from Weld Design to fix this. The bins were being left on the new firm area, so the grass was not growing, so it was suggested to create a firmer surface area for the bins to be kept.

Cllr B O'Neill was thanked for all his work removing ivy from the high boundary wall, and the efforts to keep in check the ivy on the low wall boundary with the main graveyard area, which appeared to be collapsing in some places. He had spoken to the new Churchwarden at St Andrew's Church, who had concurred with the view that the wall should be retained, if at all possible, and the ivy removal continued until the exact state of the wall was revealed. It was also suggested to invite the Friends of Much Hadham Church to consider adopting the saving of the wall as a new project.

### Perry Green extension (plan at Appendix A)

It had been noted during the inspection that since the grass was growing again with the recent rain, there were also a lot of weeds. The contractor that had seeded the area had retained some seed for spreading in areas that needed it. He would be reminded to do this.

In the absence of the Clerk, there was no news about the contract to carry out the work required on the soil spoil, turning area and gap leading to the extended section. The Chair would contact County Garden Care Landscaping Ltd to see if they would be interested, and

another contractor had said he would do the work (although he had only provided a rough verbal quote to date £2,500 - £3,500) but was extremely busy over the next few months.

22/53. FINANCIAL

(i) Payments since last meeting

The following payments had been made since the last meeting:

B Bird	Perry Green Burial Ground noticeboard repair	£18.96 + VAT
MH Landscapes Ltd	Burial Ground maintenance April-June 2022	£450.00 + VAT
Seated Furniture Ltd	New bench - Perry Green Burial Ground	£478.53 + VAT

(ii) Financial Statement

The current financial position was noted (Appendix B).

22/54. URGENT BUSINESS

None.

22/55. DATE OF NEXT MEETING

Tuesday, 6<sup>th</sup> December 2022 at 6:45 pm in the Much Hadham Village Hall.

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There being no further business the meeting closed at 7:15 pm

Next Burial Ground inspection to be undertaken by the Clerk with Cllr P Taylor, on date to be arranged, starting at St Andrew's Burial Ground.

## MUCH HADHAM PARISH COUNCIL – BURIAL AUTHORITY

### PLAN AND BUDGET FOR EXTENDING THE BURIAL GROUND: MEETING 2 AUGUST 2022 (UPDATED AFTER MEETING)

Given the existing rate of usage, the extended part of the burial ground to be operational by 2027 although be prepared to access earlier if needs be.

#### Notes:

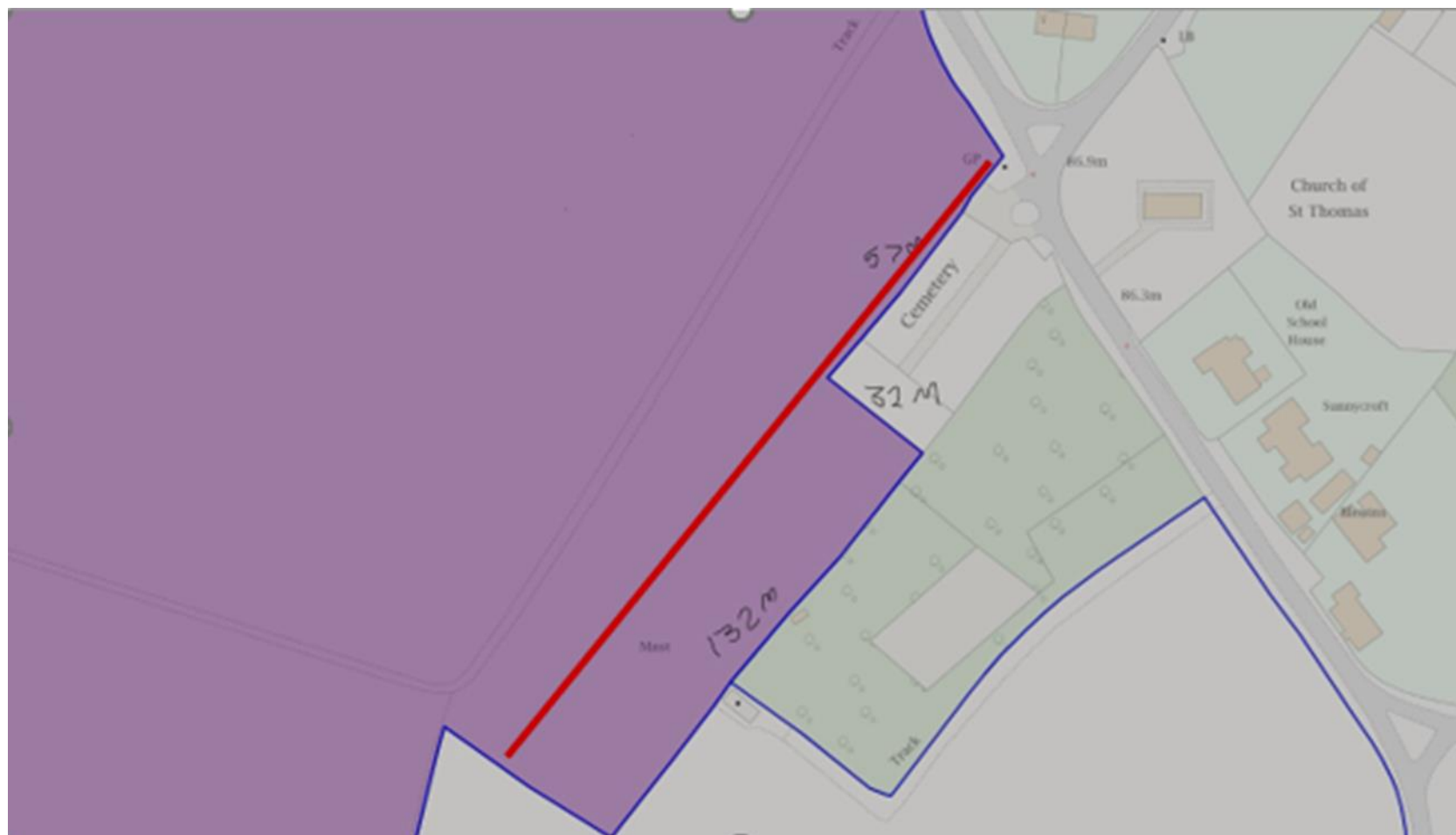
- Planning permission was given for the entirety of the burial ground site on 19<sup>th</sup> August 1959.
- Soil spoil from digging graves no longer to be piled up on site. Funeral Directors to be informed that this needs to be removed after each burial.
- Currently, 12 new plots available in existing ground – subject to grinding out tree stump. **Clerk to obtain quote**

	Action	Responsibility	Deadline	Cost	Current position	Complete? Yes/No
1	Determine length of burial ground extension	Burial Authority	1 June 2021	Nil	Burial Ground to be extended by one third of the land remaining, 44 m. Minute ref: 21/28.	Yes
2	Formally notify farmer of the intention to extend the burial ground.	Clerk	4 June 2021	Nil	Letter sent to the farmer 8 <sup>th</sup> June 2021.	Yes
<b><i>Note – the following actions link to the rough plan detailed in Appendix 2</i></b>						
3	Remove 2 trees at the bottom of the existing burial ground to enable access to the second third.	Clerk	After 2021 harvest	1. £1,810 + VAT – includes cost for item 7 2. Not yet known	1. Trees have been removed but further work required to flatten the access to the extension. 2. Quote still required to flatten the access. Clerk and Cllr K Hamilton met with a contractor on 13 <sup>th</sup> June and quote awaited.	Yes  No

	Action	Responsibility	Deadline	Cost	Current position	Complete? Yes/No
4	Remove spoil through gap created in after item 3 completed.	Clerk	After 2021 harvest	Not yet known	Quote accepted to remove the soil spoil pile and create the carpark for a guide price of £2-3,000. As no longer possible to remove the soil spoil pile (as whips have been planted), new quote being sought to create a grassy knoll. Clerk and Cllr K Hamilton met with a contractor on 13 <sup>th</sup> June and quote awaited.	No
5	Gravel bottom end of existing third, ensuring tamped down so not loose. Note – area has been identified as unusable for graves.	Clerk	After 2021 harvest	See item 4	Included as part of item 4 above. Clerk and Cllr K Hamilton met with a contractor on 13 <sup>th</sup> June and quote awaited.	No
6	Level ground and put to grass after item 5 complete.	Clerk Farmer	After 2021 harvest	£520 + VAT	Quote accepted to seed the ground and harrow in the grass seed for £520 + VAT. Additional cost agreed of £200-250 for the hire of a rotavator and work undertaken on 8 <sup>th</sup> April. Some seed held back for sowing after the summer in case poor growing.	Partly
7	Plant whips along side and bottom of second third.	Clerk	Early September 2021	See item 3	Whips have been planted.	Yes
8	Plant two trees along bottom of second third – for aesthetic purposes	Clerk	2023	Not yet known	Type of trees to be identified along with costs.	No

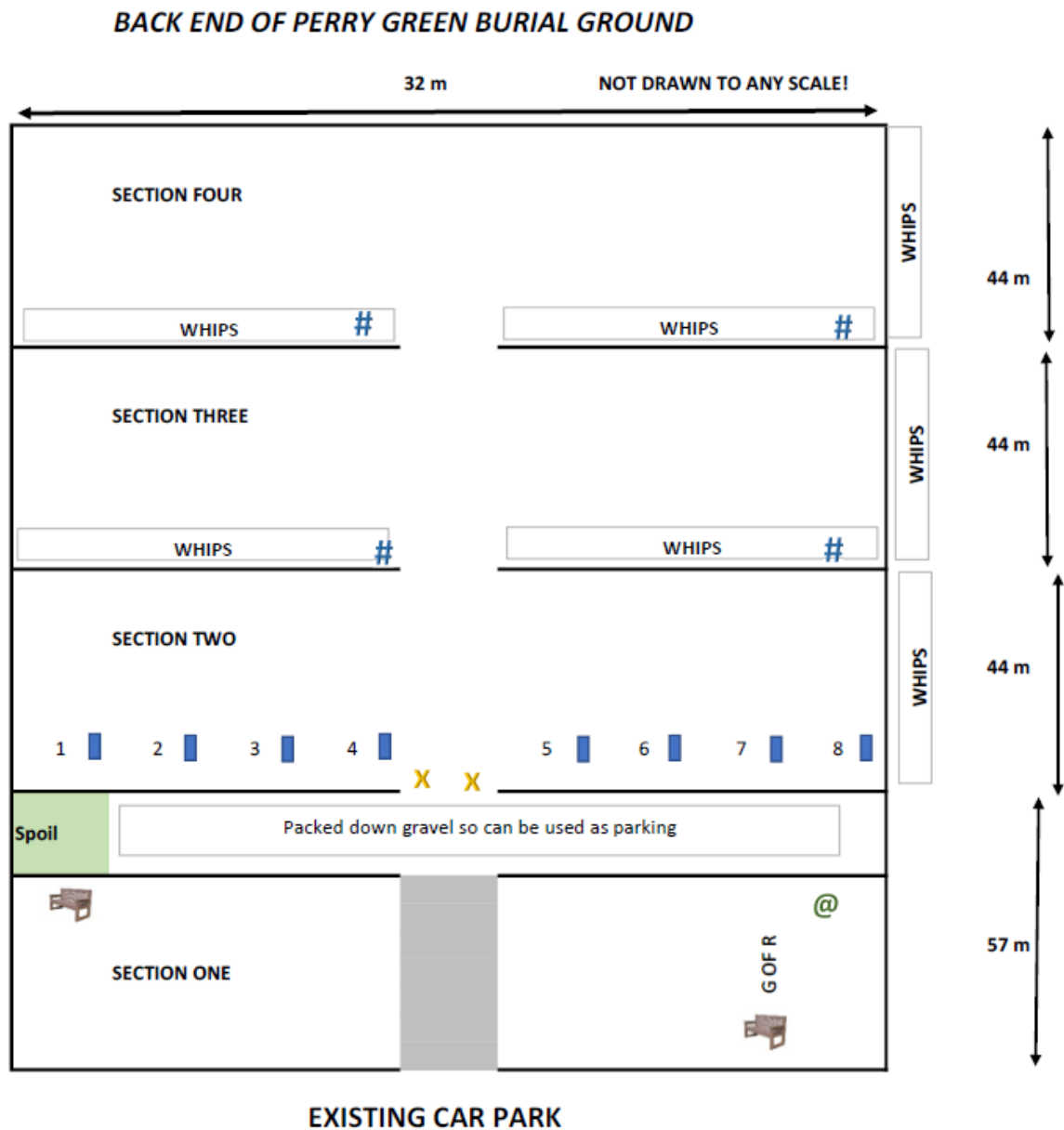
	<b>Action</b>	<b>Responsibility</b>	<b>Deadline</b>	<b>Cost</b>	<b>Current position</b>	<b>Complete? Yes/No</b>
9	Install “road” through second third using tamped down gravel so not loose.	Clerk	2024	Not yet known	Quote to be obtained during 2022.	No
10	Decide if any of the ground should be consecrated. If so, arrange consecration	Clerk	2021  Before 1 <sup>st</sup> use in 2027	Nil?		No

PERRY GREEN BURIAL GROUND – ESTIMATES OF SIZE USED AND REMAINING





ROUGH PLAN



# MUCH HADHAM PARISH COUNCIL - BURIAL AUTHORITY

## YEAR ENDED 31 MARCH 2023

### BUDGET TO ACTUAL COMPARISON AS AT 4 OCTOBER 2022

(Excludes VAT)	FULL YEAR	YEAR TO DATE	COMMENT
	2023 BUDGET £	2023 ACTUAL £	
<b>INCOME</b>			
Burial	2,200.00	5,895.00	Includes non-resident burial
Memorial	440.00	565.00	
<b>TOTAL INCOME</b>	<b>2,640.00</b>	<b>6,460.00</b>	
<b>EXPENDITURE</b>			
Water	150.00	71.41	ICCM membership £95 + Entrance work at St Andrew's £650 + new bench £478.53
Burial Ground maintenance	1,800.00	900.00	
Other maintenance	500.00	18.96	
Perry Green Burial Ground extension	-	770.00	
Other	100.00	1,223.53	
<b>TOTAL EXPENDITURE</b>	<b>2,550.00</b>	<b>2,983.90</b>	
<b>ANNUAL RECONCILIATION</b>			
Opening balance - 1 April 2022	19,514.29	29,970.81	
Income	2,640.00	6,460.00	
Expenditure	- 2,550.00	- 2,983.90	
Closing balance	<u>19,604.29</u>	<u>33,446.91</u>	