



Sarah Walker
Clerk to the Council
Email:sarah.walker@windleshampc.gov.uk
Website: www.windleshampc.gov.uk

The Council Offices
The Avenue
Lightwater
Surrey
GU18 5RG

MINUTES OF A MEETING OF WINDLESHAM PARISH COUNCIL’S CEMETERIES COMMITTEE
Held on Tuesday 4th February 2020 at 7.30pm in the Council Chamber

Bagshot Cllrs		Lightwater Cllrs		Windlesham Cllrs	
Trentham	-	Hartshorn	P	Stacey	A
Chambers	-	Malcaus-Cooper	A		
		Harris	P		

In the Chair: Cllr Harris

In attendance: Sarah Walker – Clerk to the Council
Cllr Halovsky-Yu – acting as substitute to ensure meeting quorate
Cllr Hansen-Hjul - acting as substitute to ensure meeting quorate

P - present A – apologies PA – part of meeting - no information

The meeting commenced late at 19.39 due to the over running of the preceding Planning Committee meeting

CEM/19/15 Apologies for absence

Apologies had been received and were accepted for Cllrs Stacey and Malcaus Cooper. Cllrs Trentham and Chambers was noted absent without apologies.

CEM/19/16 Declarations of interest

No declarations of interest were made.

CEM/19/17 Public question time

No members of the public were present.

CEM/19/18 Exclusion of the press and public

There were no items to be dealt with after the exclusion of the press and public.

CEM/19/19 To consider setting of cemetery fees from 1st April 2020

The Council last reviewed its cemetery fees in 2017, opting at the time to put in place a 3-year pricing structure which would, at the end of that 3-year period, mean pricing would be 20% below the average as it was in 2017.

This 3-year period comes to an end on 31st March this year. Committee members were given a report showing the results of a price comparison exercise conducted in late 2019, along with a list of considerations in setting a new fee structure.

Following discussion of the considerations and the comparative pricing, **the following was resolved:**

- 1) **There will be a single interment fee charged for single or double depth interments, as the responsibility for gravedigging has passed to the funeral director.**
- 2) **Non-resident fees are to be charged at double the resident fee.**
- 3) **Subject to appropriate wording to be provided by the Clerk, introduce an option to extend the exclusive right of burial to families who have purchased graves with a 50-year term. Extension fee yet to be decided.**
- 4) **Introduce exclusive rights of burial for ashes interred at the memorial walls, pricing to be based on square footage compared with a grave space**
- 5) **To waive all fees in relation to child interments (aged up to 16 years).**

It was further resolved that the Clerk would draw up a list of fees for consideration and this would be presented to the Committee at a meeting to be called before 24th March 2020.

CEM/19/20 To consider quotes to renovate Lightwater memorial wall

Following the resolution made at a previous meeting, quotes had been obtained to renovate the memorial wall in Lightwater cemetery. Quotes received were:

Quote A

1. Set aside memorial pots and tributes
2. Excavate 50mm of topsoil within kerbed area in front of memorial wall and deposit soil onto existing spoil heap. If spoil is to be removed from site there would be an additional charge of £ 420.00 plus vat to the sum quoted below)
3. Lay geotextile sheet to prepared area well lapped at joints
4. Supply and lay approx. 40mm depth of 20 - 40mm shingle
5. Re-position memorial pots and tributes

All for the sum of £4,650.00 plus vat

Quote B

1. Site setup, surveys & preliminaries inc. H&S, welfare facilities etc.
2. Record position and set aside memorial pots and assoc.
3. Excavate to an approx. depth of 50mm across kerbed area and remove to spoil heap
4. Lay & peg weedproof membrane across approx 75m² of floor space
5. Supply & distribute approx.. 30m³ of 22mm shingle
6. Reposition memorial pots and assoc.

Total cost: £4,097.50 + VAT

It was resolved, that subject to confirmation of the depth of shingle to be laid, Quote B, at a cost of £4097.50+ VAT would be recommended to Full Council to accept.

There being no further business, the meeting closed at 20.35pm.

