

**Minutes of the Meeting of the Cemetery Advisory Committee
of Dronfield Town Council held in The Council Chamber, Civic Hall
on Tuesday 22nd October 2024 at 11:30am**

Present: Cllr M. Foster, Cllr L. Deighton, Cllr C. Smith, Cllr M. Emmens

In attendance: M. Keys (Assistant Clerk) and P. Duncan (Outside Services Team Leader)

1. Appointment of Chair

Cllr M. Foster was nominated and seconded; no other nominations were received.

It was RESOLVED to appoint Cllr M. Foster as Chair of the Cemetery Advisory Committee.

2. Apologies

Apologies were received from Cllr P. Wright.

3. Declaration of Interests

None

4. Minutes

Members reviewed the minutes of the last meeting as a true and accurate record of the meeting held on 24th October 2023.

It was RESOLVED to approve the minutes of the last meeting held on 24th October 2023 as a true and accurate record of the meeting.

5. Terms Of Reference

Members reviewed the terms of reference for the cemetery committee.

It was RESOLVED to recommend to council to approve the terms of reference for the Cemetery advisory committee.

6. Cemetery Fees

Members reviewed the proposed 2024 increase of Cemetery Fees by 5% and date to apply.

It was RESOLVED to recommend to council to approve an increase of Cemetery Fees by 5%, implemented from 1st January 2025.

Recorded vote:

For: Cllr M. Foster, Cllr L. Deighton, Cllr M. Emmens.

Against: Cllr C. Smith.

Abstentions: None

The Town Clerk (J. Mitchell) joined the meeting at 11:42am.

7. Cemetery Committee Budget

Members discussed the 2025/2026 budget requirements for the Cemetery Committee.

It was RESOLVED to accept the recommendation of £12,600 for the 2025/2026 budget expenditure requirement, with staff costs (yet to be determined) not included within this figure and pass this request on to the Budget advisory committee.

The Town Clerk (J. Mitchell) left the meeting at 11:50am.

8. Cemetery Rules and Regulations

Members reviewed the updated Cemetery rules and regulations.

It was RESOLVED to recommend to council to approve the updated Cemetery Rules and Regulations.

9. Future Cemetery Plans

Members reviewed a resident request.

It was RESOLVED to write to the resident to inform them of the work performed to date by the Cemetery Committee to extend the life of the cemetery.

10. Cemetery Maintenance

Members received an update on the converted storage area work.

It was RESOLVED to note the update and write a letter of thanks to the contractor for their high standard of work.

Members received an update on the repair to the Chapel bell tower.

It was RESOLVED to note the update.

Members reviewed quotes for the purchase of 10 further ground guards for instances of inclement weather in the Cemetery.

It was RESOLVED to recommend to council to accept the quote of £1,357.67 for 10 further ground guards.

Members reviewed quotes for the purchase of replacement bollards for installation in the cemetery.

It was RESOLVED to recommend to council to accept the quote of £333.52 for replacement bollards for installation in the cemetery.

Members reviewed quotes for the removal of spoil heaps from the cemetery.

It was RESOLVED to defer this item until the next Cemetery advisory committee meeting.

Members reviewed requests from residents regarding cemetery tree maintenance.

It was RESOLVED to write back to the residents and inform them that the outside services manager would inspect the trees for any immediate work required and a full survey of the cemetery trees is due in 2025.

11. Law Commission Update

Members received an update regarding the consultation for burial and cremation from the Law Commission.

It was RESOLVED not to take part in the consultation process.

12. Date of next meeting

The date of the next meeting will be called as and when required.

Meeting closed at 12:33pm