

A VIRTUAL MEETING OF THE CEMETERY COMMITTEE HELD  
ONLINE ON THURSDAY 15<sup>th</sup> APRIL 2021, STARTING AT 10.00 A.M.

Present:

Councillors D M Crawford (V Chair), C Harvey, D J Hodgkinson (Chair).

Officers:

Alan Yorke Deputy Town Clerk, Chris Crimmen Committee Secretary,  
Kerry Leeder Civic Officer, Nick Thompson Cemetery Officer.

Minutes

959/20	<u>DECLARATIONS OF ANY DISCLOSABLE PECUNIARY</u> None.
960/20	<u>APOLOGIES FOR ABSENCE</u> None.
961/20	<u>MINUTES</u> <b>RESOLVED: The minutes of the Committee's meetings held 14 January 2021, received by the Council on 26<sup>th</sup> January 2021, be confirmed as a true record and signed/initialled by the Committee Chairman.</b>
962/20	<u>CEMETERY OFFICERS &amp; BURIAL ADMINISTRATORS UPDATE</u> <u>Burial Administrators Report</u> <u>Burial Figures</u> So far this year the Council have carried out 24 interments in total. 9 were ashes interments and 15 burials (7 in the older section and 8 in the cemetery extension). March was a concern as the Council had 8 burials booked in for March before the end of February. There were 7 burials "in hand" from being under our limit in January and February and had used 2 of those in March. In April there are currently 2 burials and 3 ashes interments booked. <u>Cemetery Future Projects</u> <u>Bereavement/Grief Café</u> The Burial and Cemetery Officers want to set up a bereavement café (once restrictions allow) to offer a friendly place in the local community so the bereaved can pop along and find others who may have been through a similar bereavement. It would be a way of meeting up with others who will understand as they have been through a recent bereavement, or they may have lost someone a while ago and just want to chat and share thoughts about how they are feeling. The Council could hold the event in the Council Chamber at the Guildhall so the Tea Room is close by for refreshments. The Council Chamber is also a good choice as it has a big screen so we can livestream the event for people who live outside the Thetford area but have family/friends buried in the cemetery or for people who have family/friends attending the event and they would like to attend too. They can share a virtual cup of tea with us as there is no limitations on who we can reach virtually! The Council can also invite all Thetford based funeral directors, members of the clergy and humanist celebrants to attend. Grief support organisations can supply information booklets and business cards for attendees to take away if they wish. <u>Umbrellas</u> Another project was to have some umbrellas at the cemetery for use by funeral attendees when it rains. The umbrellas could be personalised and designed with a logo to use. Prices range from £11.41 (each) to £13.21 each for a minimum order of 10. <u>Cemetery Officer Report</u>

	<p>The Officer reported Testing Memorials has commenced from 08/04/2021 onwards after the previous five years. The plots to be tested from April 2021 is plot A to J on a plot per month basis. This is to allow for administration follow up regarding any failed memorials.</p> <p>The Council need to review and agree the ongoing situation of current staked memorials and agree a view to if we now start laying a memorial. This can cause a potential trip hazard. Some Councils are burying the memorial one third into the ground as possible solution.</p> <p>The Officer had contacted Norwich City Council regarding their approach dealing with fallen memorials and they are happy to work with TTC. It was agreed to have a onsite working group meeting to discuss this issue..</p> <p><u>Water Testing Report for February 2021</u></p> <p>The quarterly Testing took place back in February 2021.</p> <p>The results have come back and have shown an increase in the ground water levels but given the recent wet weather, this is not surprising. The chemical nitrate levels are within the general range and there is no need for any concern.</p> <p>Quarterly monitoring will continue, and we will be advised if any concerns arise.</p> <p><u>IDVerde</u></p> <p>There were some issues following the first cut at the cemetery where flowers were destroyed and 2 memorials damaged. The contractor has arranged for these to be repaired and paid for. The second cut has been much better.</p> <p><u>Works Yard</u></p> <p>It was agreed to find out from the contractors why work has not started on the Works Yard and this will be an agenda item on the next meeting.</p>
963/20	<p><u>HEALTH &amp; SAFETY</u></p> <p>The Cemetery Officer reported that following an inspection of the Chapel exterior and interior lighting was not working and work needs to be carried out at a cost of £295. After a discussion Councillor D Hodgkinson proposed and Councillor D Crawford seconded:</p> <p><b>RECOMMENDATION: That Thetford Town Council repair the lighting at the Cemetery Chapel at a cost of £295 from the Thetford Town Council Health and Safety Budget.</b></p>
964/20	<p><u>WILDLIFE FRIENDLY MEASURES AT THE CEMETERY</u></p> <p>The Chair asked Councillors to discuss and adopt a report from the Countryside Officer that had been circulated prior to the meeting (see Appendix A). After a discussion Councillor D Crawford proposed and Councillor D Hodgkinson seconded:</p> <p><b>RESOLVED: That the Cemetery Committee adopt the Wildlife Friendly Measures at the London Road Cemetery (see Appendix A)</b></p>
965/20	<p><u>CORRESPONDENCE &amp; COMPLAINTS</u></p> <p>None.</p>
966/20	<p><u>COMMITTEE OFFICERS UPDATE</u></p> <p>None.</p>

Chairman.

### ACTION POINTS

ACTION	BY WHOM	BY WHEN
To chase the contractors on the Works Yard to start work asap.	Cemetery Officer	ASAP
Meeting on site to review headstones with Councillors	Cemetery Officer and Chair	To be arranged
Separate memorial rights from burial rights – to obtain more information.	Civic Officer	By next meeting
Mutiple ashes in Orchard Garden regarding request from Funeral Director.	Cemetery Officer	By next meeting.
Ashes Wall – to place on next meeting with up to date information.	Cemetery Officer and Chair	By next meeting.
Bereavement Café with up to date information	Civic Officer and Chair	By next meeting.
Umbrellas for use at Cemetery	Civic Officer and Chair	By next meeting.

