

Whitchurch Town Council

Civic Centre
Whitchurch
SY13 1AX



High Street
Shropshire
tel. 01948 665761

website: www.whitchurchcouncil.uk

email: clerk@whitchurchcouncil.uk

WHITCHURCH CEMETERY BOARD (Joint Authority that is Not an Entity)

MINUTES OF THE WHITCHURCH CEMETERY BOARD COMMITTEE MEETING HELD ON WEDNESDAY 2nd SEPTEMBER 2020

PRESENT

Cllrs: B. Duffy, J Martin, Whitchurch Town Council and Cllrs: J Briggs, P Shakeshaft, Marbury & District Parish Council.

IN ATTENDANCE

Nicola Young – Town Clerk

11. Apologies

Received from Cllr: F Wilson, Marbury & District Parish Council and Jennifer Cadman, Cemetery Administration Officer.

12. Declarations of Interest

None

13. Minutes

It was **WCB/04/2021 RESOLVED** that the minutes from the meeting held on 10th June 2020, be accepted, and were duly signed by Cllr Martin.

14. Public Participation

No members of the public present.

15. COVID-19 Update regarding the Burial Authority Services during the Pandemic.

Graveside burials have continued to take place in the Cemetery with specified measures in place following the Government's Coronavirus Guidance on attending funerals during the pandemic.

16. Accounts

After a proposal by Cllr Martin, seconded by Cllr Duffy it was **WCB/05/2021 RESOLVED** the Accounts for Months 2-4 were accepted as an accurate record.

17. Grounds Maintenance Contract

- Shropshire Council Procurement Department organise all procurement process.
- Current process aborted due to not being advertised on the OJEU
- Whitchurch Town Council have agreed to start the process again.

18. Tree Survey

Currently awaiting the Site-Specific Risk Assessment and Arboriculture Method Statement and when the Tree Survey will be carried out in the Cemetery by Green Man Tree and Garden.

19. Cemetery Risk Assessment.

After a proposal by Cllr Duffy, seconded by Cllr Martin it was **WCB/06/2021 RESOLVED** that the updated Cemetery Risk Assessment be approved.

20. Memorial Safety Inspection Policy 2020.

After a proposal by Cllr Martin, seconded by Cllr Shakeshaft it was recommended that the Memorial Safety Inspection Policy be adopted by the Full Council on the 17.09.2020.

21. Confidential Business (if any)

No Confidential Business.

The meeting closed at 18.40pm