

**MINUTES OF THE MEETING OF THE CEMETERY AND GROUNDS
COMMITTEE HELD ON Monday 06th July 2026 at 1100hrs**

Present: Cllr J Lee (Chair)
Cllr J Ramshaw
Cllr A Lumsden
Cllr W Day

Staff: Mr P Moore (Clerk)
Mrs H Hall (Deputy Clerk)

Apologies for
Absence Cllr A Dent
Mr W Hunter

Apologies were **NOTED**.

In Attendance: None

C&G **Exclusion of the Press and Public**
26/27/014

RESOLVED: That in accordance with Section 2 of the Public Bodies (Admissions to Meetings) Act 1960, the press and public may be excluded from the meeting for any item on the agenda by reason of the confidential nature of the business to be transacted.

C&G **Declaration of Interest on Items on the Agenda** – To note any
26/27/015 declarations in accordance with the Localism Act 2011 and the Council's Code of Conduct.

Cllr Lee (Allotment holder)

Declaration - **NOTED**

C&G **Public Participation**
26/27/016

None

C&G **Previous Minutes**
26/27/017

The minutes of the previous Cemetery & Grounds committee meeting held on Monday 18 May 2026 were ratified at a meeting of Council on Monday 08th June 2026.

C&G **Play Inspection Reports**
26/27/018

Play Inspection Report were received and circulated electronically due to file size.

RESOLVED: that the Play Equipment Inspection report be accepted.

C&G
26/27/019

Allotments Report from Deputy Clerk

The allotment track and car parking areas could do with strimming so the grounds team will be tasked with that.

Works on the proposed seating area had stalled. It may be better to make this area car parking rather than seating.

The steel container requires work to the outside eg. De-rusting and painting.

The access track requires plant work to reduce potholes and subsidence.

RESOLVED: that the Allotments Report be accepted.

C&G
26/27/020

Cemetery Supervisor Report

The Clerk provided details of recent works in the cemetery which included two burials and an ashes interment.

The grounds staff had taken receipt of the new fuel storage facility, and water bowser and a new roller door had been fitted to the cemetery workshop garage.

RESOLVED: that the report be noted.

C&G
26/27/021

Request for Installation of a Memorial Bench

A resident requested to install a memorial bench within the cemetery, in memory of a relative who was well known locally. A location is yet to be decided but in principle the committee approved the request. The Clerk will meet with the applicant to decide on a location.

RESOLVED: that the application be approved subject to identifying a suitable location.

C&G
26/27/022

Request for Installation of an allotment gate

A request has been received from an allotment holder to install a gate close to his allotment to prevent dumping of garden waste close to the perimeter fence. It was noted that all allotment holders are required to compost their own garden waste as much as possible, although a 'central' composting area might be useful. This would be investigated.

RESOLVED: that the request to install a gate be approved.

2345


C&G
26/27/023

Report of the Clerk on any further cemetery or grounds issues

Thorpe Road Playing Field – the goalposts were recently vandalised and torn down. These have been disposed of and the ground made safe. There will be an item at the next council meeting to replace the goal posts. A S106 application may be made.

The Village In Bloom Competition inspection will take place on Wednesday 22 July at 1100 hrs.

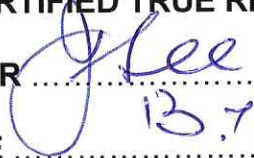
Arbor Division have been asked to provide a quote for a tree survey on 3 particular areas: Thorpe Road / Mill Terrace, Village Green and Seaton Holme.

C&G
26/27/024

Date and Time of Next Meeting

The next meeting will take place on Monday 07 September 2026 at 1100 hrs in the Milburn Room of Seaton Holme.

CERTIFIED TRUE RECORD

CHAIR 

DATE 13.7.26