

**PRUDHOE TOWN COUNCIL**

DRAFT Report of the Cemetery & War Memorial Committee, held on Monday 19<sup>th</sup> November 2018, Meeting Room 1, The Spetchells Centre

**PRESENT**

Cllr Andy Gill, Cllr Jennifer McGee, Cllr Duncan Couchman  
(Clerk – Sarah Eden in attendance)

**1819/001 Apologies for Absence**

Cllr Angie Scott

**1819/002 Declarations of Interest** None**1819/003 Election of Chair**

The clerk asked for nominations for chair of the Cemetery and War Memorial Committee.

**Cllr Jennifer McGee nominated Cllr Andy Gill, this was seconded by Cllr Duncan Couchman**

**Cllr Andy Gill accepted the position of Chair of the Cemetery and War Memorial Committee.**

**1819/004 Edgewell Cemeteries Service Level Agreement**

The draft SLA proposal was discussed in detail. **It was AGREED** to recommend that it be adopted as a way forward from April 2018.

The clerk advised that moving to an actual cost in terms of interments and memorial work would ensure that charges were reflective of income.

**It was AGREED** that the Cemetery Budget in terms of running costs should remain between £5k - £10k, depending on the figures presented by NCC for the new proposed SLA and income achieved at the year end.

**1819/005 Line of trees in Old Cemetery (south-east corner)**

**It was AGREED** to seek recommendations for suitable action and quotations from previously contacted tree surgeons for work to the ash trees in this south-west corner, most specifically due to the encroaching nature on the property of 1 Edgewell Court.

It was discussed that there is money in the cemetery budget and that an allocation towards this should be committed now.

**1819/006 New Footpath into Old Cemetery and wasteland in south-east corner**

**It was AGREED** that work to install a new footpath into the old cemetery (from adjacent to the new cemetery car park), land clearance and levelling and a new boundary fence with 1 Edgewell Court should be recommended to full council, for inclusion in the 2019/20 budget, for the following reasons:

- ✓ There are many users of the entrance off Highfield Lane and the steep decline to section 5 is unsafe in poor weather conditions.
- ✓ The area in the south-west corner needs to be cleared as a priority so having the work to install a path carried out at the same time is sensible.
- ✓ An area that is accessible from the road-side to remove spoil is required as a priority to reduce the likelihood of a repeat of the earth/spoil building up in the south-west corner.
- ✓ As most users of the old cemetery use the top entrance, it would be good to invest in a more welcoming gateway.
- ✓ Work to repair the boundary will only be possible once earth has been cleared.
- ✓ To be good neighbours.

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**It was AGREED** that Cllr Andy Gill and the clerk would produce a work specification for the complete project, requesting that the following areas are itemised in terms of costs:

1. Earth clearance/levelling
2. New path and spoil storage
3. Repair or new boundary fence

**1819/007 Budget Requirement 2019/20**

**It was AGREED** that although topple testing was due, the town council should take action in respect of those memorials identified as being 'at risk' in 2015, for which owners have not taken action, before carrying out the process again.

The clerk advised that the system of 'topple testing' was based upon managing risk and although the council carried out tests in 2015 and attempted to contact owners, some of whom have instructed masons to carry out remedial work, the action should not be carrying out more topple tests but rather revisiting those identified as 'at risk' and taking remedial action if families have not.

The clerk advised that the office should note those memorials where remedial action has been taken on the spreadsheet of memorials tested in 2015 and this would give the council an updated list of those still 'at risk'.

**It was AGREED** that if any memorials remain listed as a 'very high risk' (immediate remedial work), 'high risk' (remedial work within 6 months) or 'medium/high risk' (remedial work within one year), that they should be cordoned-off.

This along with the work in the south-west corner would make up the budget requirement for 2019/20.