

## WEST MOORS TOWN COUNCIL

**MINUTES** of the **ENVIRONMENT COMMITTEE** held on  
**THURSDAY 22<sup>nd</sup> JUNE 2023** in the Pavilion, Fryer Field, West Moors at 7.30pm.

**PRESENT:**

Cllr Mrs R Burke	Cllr A Clarke	Cllr D Green
Cllr M Hawkes	Cllr Mrs C Holmes	Cllr J Randall
Cllr T Salt	Cllr D Shortell	Cllr Mrs P Yeo

**OTHERS PRESENT:** Amie Fawcett – Assistant to the Clerk

**APOLOGIES:** None

**23/051 ELECT A COMMITTEE CHAIRMAN FOR THE YEAR 2023/2024**

Cllr Mrs Carol Holmes was proposed, seconded, and duly elected Chairman of the committee.

**23/052 ELECT A COMMITTEE VICE CHAIRMAN FOR THE YEAR 2023/24**

Cllr Mike Hawkes was proposed, seconded, and duly elected Vice Chairman of the committee.

**23/053 QUESTIONS FROM MEMBERS OF THE PUBLIC**

None.

**23/054 DECLARATIONS OF INTEREST/DISPENSATIONS**

None.

**23/055 TO RECEIVE THE CLERK'S REPORT**

a) EV charging points: This item was followed up with Dorset Council and the reply stated that the paperwork is being finalized and they are recruiting staff. West Moors will be in the first tranche, but no timeframe can be given at the present time.

b) LED Light upgrade: We are still waiting for the lights to be positioned correctly.

c) Wildflowers: the office has had communications with the open spaces team at Dorset Council about the wildflower beds and their comments were 'wildflowers that did not work last year were redone in the autumn, apart from the Petwyn, where tulips bulbs were planted, the other areas that were planned and prepared for wildflowers need to wait and see if the autumn sowing is more successful than last year's spring sowing.'

d) The Spinney: The office continues to chase the Dorset Council open spaces team in obtaining a license/permission to initiate a community group to assist in looking after this area.

Members asked that a poster be created and placed in the hot topic noticeboards, Facebook and the next Council newsletter, updating the public on the endeavours of this committee relating to our common desire and dedication to upgrade the Spinney. Wording of this poster to be confirmed.

e) Pedestrian Crossing update: The surveys carried out have shown that the area meets the criteria for a crossing. The next stage is a feasibility study and ranking. Cllr Shortell has been in contact with the portfolio holder for highways, Cllr Ray Bryan, about this matter.

f) Pavilion: All Painting is now complete. Cllr Yeo thanked Cllrs Randal and Burke for all their hard work.

g) Pavilion: New doors were fitted on the 19<sup>th</sup> May, distribution of new keys to current key holders is ongoing.

h) Pavilion: Repairs to the disabled toilet automatic door have been completed. The door now locks using a switch inside the room, however the automatic door opening cannot be repaired and has been removed.

i) Cemetery: One tap has been replaced due to wear and tear.

- j) Hedgehog Highway surrounds have arrived and were advertised on Facebook and the website this week.
- k) Pavilion Minute no 22/386: The fridge has now been installed and changing room 5 is being used by the Friends of the Strays of Greece charity.
- l) Grange Tournament: This took place on the 10<sup>th</sup> and 11<sup>th</sup> June and it is understood that it was a success.
- m) Oakhurst Play Area: The crossbar on the birds nest swing is showing signs of rot. A quote to replace is being sought.
- n) Relocation of bin at the Spinney, Southern Avenue: Members were advised that a resident has requested that the 140ltr bin, currently positioned on the roadside outside the Spinney, be relocated further along the path inside the Spinney. After discussion with Dorset Waste Services and Terraforma the financially viable and practical option is to place a sign on the bin stating “ *You can place dog and household waste in your own black bins at home, please do not overfill this one*”. Members asked if the bin had a restrictor to prevent household waste going in, if so, can it be adjusted. If not, can a quote be obtained to do so. Office to action the sign.

## 23/056 **SAPLINGS**

Members discussed how they should proceed in looking after the saplings at the Jubilee Copse, as not enough maintenance was carried out at the Community event held on Saturday 3<sup>rd</sup> June, due to lack of attendance, though a huge thanks was given to those that were there, on social media, and again by the Chair to those present.

The remaining mulch is stored away.

The replacement of the Queens Canopy plaque that was found illegible due to rust, has an estimated delivery date of beginning of July.

After a brief discussion it was

### **RESOLVED that**

during WESTIVAL, those volunteers that greet the public at the raffle table, hand out posters, appealing to the public for help, tending to the saplings, at a time that is convenient for them.

Upon reviewing any responses, if a handful of people are willing to assist, maybe a date can be agreed amongst them to carry out one session.

If there is no success with this appeal at WESTIVAL, then members will re-evaluate at the next appropriate meeting. The suggestion of watering these saplings will be investigated.

## 23/057 **CEMETERY MATTERS:**

### **General Update**

The new area has been measured and the layout marked out.

The latch on the pedestrian gate has now been repaired.

The first quote to install a new pathway, to separate the kerb area from the non-kerb area, was received today; £2,100 (materials and labour).

Members discussed the details of this quote, and it was

### **RESOLVED to**

seek 2 further quotes and compare. Members to then decide at the next appropriate meeting, how essential this path is and if the final cost justifies the benefit of it.

### **a. Sizes and fees for Kerb sets**

As kerb sets are now permitted, members discussed the associated fees.

Using the costs found during research as a basis, compared to the costs suggested by the Clerk, it was agreed to cost the items separately and

### **RECOMMENDED that**

Headstone, ground slab and kerbset be set as £650.

Headstone and Kerbset be £450.

Vases are an additional cost and should be priced the same as in the current list of fees at £70.

Sizes of Kerbsets – The Clerk suggested the kerbsets are restricted to 155cm (6”) in height and 75cm (3”) thick. This is the standard size that the local stonemasons have recommended.

Members asked what the measurements were of the kerbsets that are currently in the cemetery, so that the sizes set in the upcoming amended regulations can be consistent with them, so

**It was RECOMMENDED that**

the regulated size of kerbsets match what is already in the cemetery, if it does not differ too much from the stonemason’s recommendation.

#### **b. Retrospective Charges**

As the fees in 23/057a have been set and recommended, members discussed charging retrospective fees to the owners of plot NN18-19 for the previously unauthorised kerbset. It was

**RECOMMENDED that**

these retrospective fees are applied, and an invitation be extended to the Rights of Burial owner of said plot, to discuss this in the office, before anything is confirmed in writing.

#### **c. Caskets and Vaults**

Members were asked to clarify if caskets and vaults are acceptable within the newly created headstone only area of the cemetery.

It is suggested that caskets could be accommodated due to the size of the plots allowed. However, vaults would be more difficult to accommodate within this area.

After discussion it was

**RECOMMENDED that**

Caskets continue to be permitted and vaults no longer be.

*Voting:*

*8 for permission of caskets, 1 abstention*

*9 for prohibition of vaults.*

#### **d. Banners and trinkets on the cemetery fences**

Members were asked if they wish to allow banners, trinkets, photos to be placed on the cemetery fences.

Recently there have been banners and photo collages tied to the fencing near to the burial plots, these have all now been removed, but members are asked if they wish to prohibit this practise in the future.

If members wish to prohibit this, then the regulations will be amended to suit.

After discussion, it was

**RECOMMENDED that**

banners, trinkets (of all sizes), photos and any other forms of memorabilia displayed, that is not in keeping with the majority of other plots in the cemetery, be permitted for a period no longer than 14 days after the interment of the person (s) being paid tribute to. This recommendation to be incorporated into number 32 of the proposed amended Cemetery regulations (See 23/057h), with 14 days applying to flowers also.

#### **e. Residents and Non-Residents**

Currently the cemetery allows for non-residents of West Moors to be interred there if they have strong links with West Moors.

Due to the projected capacity for burials and cremation spaces in West Moors cemetery, members debated the option of permitting these spaces to residents of West Moors only.

Members reviewed the statistics of the residential status of interments in the last 12 months, considering the potential loss of income by limiting the cemetery space to residents. More importantly they agreed that it was not morally acceptable, to deny plot owners the right to inter other non-resident relatives that have the strong link, or they

themselves may wish to be interred, into an already occupied plot (re-open), or into a previously purchased plot currently empty, but they are no longer, or never have been, an actual resident of West Moors. Due to so many factors being involved, it was **RECOMMENDED that** this matter be revisited in June 2024, when a more accurate forecast of cemetery space may be available.

**f. Open Cremation area**

Members agreed to use plots NN 14, 15, 16 and 17 as an open cremation area, for interring ashes directly into the ground (no urn) and having a headstone or similar for plaques to be placed on.

Members were asked to consider how they would like this area to look.

After being provided with the size of the area, the various options for kerbing, size and position of the headstone members agreed that they

**RECOMMEND that**

One large headstone be installed covering the entire length of the proposed separate area.

*Voting:*

*6 for one large headstone. 2 for 4 regular sized headstones. 1 abstention*

The suggested inscription that would be on a generic plaque for each applicant, to possibly be;

“Gone, but not Forgotten”, followed by name and date.

Members requested more research be carried out and examples offered, of other facilities/authorities, that host a similar area with plaques in their cemeteries, to enable a decision to be made on the inscription, at the next appropriate meeting.

A pathway through the middle of this area was not discussed.

The suggested fee for an interment in this area, was £250.

Members discussed the fact that the proposed designated space to pay respects for each individual, in this open cremation area, is significantly less than a standard cremation plot, so having a plaque on the headstone should be included in this price.

After discussion it was

**RECOMMENDED that**

the fee for an interment in the open cremation area be set at £250, to include a plaque.

Following the illustrative drawing provided to members, of what the area may look like with a headstone and kerbsets, it was identified that in fact there is the possibility of 192 plots (8” x 8”) being available within the allocated area.

Members were unsure of the layout of these 8X8 spaces regarding if and how it is possible to mark or identify the exact location of individual cremated remains space where the ashes are scattered.

Members asked for any examples, or further details, of how this would be laid out within the kerbed area, as not knowing where the ashes of a loved one is, as the scattering is not within a specific section, was a concern.

**g. Memorial Application for Vault at Plot OO18 and OO19**

Members discussed the application for a memorial on the vault located at Plots OO18 and OO19, which exceeds the current vault memorial regulations, of ‘ a headstone not exceeding 900mm in height nor exceeding 1200mm in width.

The proposed memorial measures 1066mm in height with the width being 2438mm and the length 2743mm, with a full raised ground slab.

(Stonemason and gravedigger advice was, “ it is normal for the ground slab to rest on the vault walls, therefore the size is dictated by the size of the vault.)

Members were asked if they wish to authorise this memorial, and if so, what fees to apply, as there are no fees listed for this sized memorial.

After discussion it was

**RECOMMENDED that**

the application for the vault memorial for OO18 and OO19 be permitted.

Using the current fees as a basis, the cost of this vault memorial would be a minimum of £1310 (2 x standard vault memorial £560, plus 2 x ground slab £470, plus 4 vases £280.).

This is less kerb sets.

Using the current cemetery fees and the recommended Kerbset costs, in 23/057a,

**It was FURTHER RECOMMENDED that**

the total fee for the vault memorial including headstone, ground slab and kerbset, is set at £1,860.00 X 2 (The interments of these plots were non-residents, therefore the fees are doubled) and applied to the memorial application for OO18 and OO19.

**h. Cemetery Regulations**

A copy of the current Cemetery Regulations and proposed changes were provided and members were asked to approve the proposed amendments.

After reviewing the colour coded proposed regulations, and matters discussed in 23/057a-g, it was

**RECOMMENDED that**

the amended regulations be accepted pending the following changes

1. Regulation 13 in green be removed and revisited in June 2024
2. Regulation 25, ref kerbset sizes in green, be confirmed once the kerbsets in the cemetery are measured.
3. Regulation 32 to be changed to permitted, for no longer than a period of 14 days after the interment, or the Council have the right to remove it immediately.
4. After regulation 40, the reference to 'strong links', not to include being a parishioner at a West Moors Church.

**23/058 UPDATE: PUBLIC TOILETS**

A new toilet seat was fitted in the ladies and two new stainless steel toilet roll holders were fitted in the men's toilet, as the plastic holders were being broken into and the toilet paper stolen.

There is a small leak in one of the toilets that is being monitored and the plumber will be called if Steve cannot repair it.

**23/059 UPDATE: ALLOTMENTS**

Plots 18 and 25 have all been relet, after being given up by the tenants.

One set of raised beds has now been let to the Castleman Community Larder.

Allotment inspections were carried out on the 31<sup>st</sup> May, and reinspection carried out 21<sup>st</sup> June by the chairman of the WMAHA.

Letters were sent to 3 plot holders giving them 3 weeks to make significant improvement to their plots. One plot has already seen significant improvement, one person has asked for an extension and the third has explained that work has been carried out, it does not need improving. The chairman of the WMAHA to take a closer look.

**23/060 CORRESPONDENCE**

None

The Chairman declared the meeting closed at 21:00hrs

The next meeting of the Environment Committee is scheduled for 20<sup>th</sup> July 2023 at 19:30hrs

SIGNED ..... DATE .....

Chair of Environment Committee