

**INGATESTONE & FRYERNING PARISH COUNCIL
CHURCHYARDS & ENVIRONMENT COMMITTEE
MINUTES OF MEETING HELD ON 8th NOVEMBER 2010**

Members: Cllrs.	A.Allen	R.Brown	P.Baggott
	M.Montgomery	G.Wire	J.Tench
	L.Boyce (Chairman)	P. Poston*	

Also Present: **Aimi Middlehurst (Clerk)**

*Denotes absence

<u>Item</u> <u>No.</u>	<u>Item</u>	<u>Action</u>
1.	Apologies: None received.	
2.	Minutes of the Previous Meeting (13/09/2010): These were agreed.	
3.	Matters Arising: None	
4.	Seymour Field & Pavilion <u>a) ECC CIF Grant for Disabled Toilet</u> It was noted that the grant had now been received and the invoice paid.	Noted
	<u>b) ECC CIF application to improve the ladies and gents toilets and CHIPS Doors.</u> It was noted that the Clerk had submitted the application.	Noted
5.	Fairfield & Ingatestone Churchyard: <u>a) Clearance of area adjacent to the hedge</u> After discussion it was AGREED by all to accept the quotation from IDC Greenscapes to clear the area to allow the hedge cutting contractor to cut this section of the hedge. Clerk to confirm with IDC Greenscapes the area to be cleared.	Clerk
6.	Footpaths & Rights of Way: None	
7.	Fryerning Cemetery <u>a) Management of rabbits within the Churchyard/Cemetery</u> After discussion, a vote was taken to request that ferrets be used. Five Councillors were in favour and one was against. It was AGREED for the Clerk to arrange annually.	Clerk
	<u>b) Consider a Memorial Application for Ashes Plot</u> The two designs were reviewed and a vote was taken: three Councillors were in favour of design A, one was in favour of design B and two were not in favour of either design as they were both against the Cemetery Regulations. It was AGREED for the Office to advise that design A would be acceptable.	Office
	At this point, Cllr Allen arrived.	
	The Committee AGREED that the Cemetery Regulations should be updated immediately to include: etchings only permissible at the Parish Council's discretion and written agreement of design. The scale of the etching <u>must</u> be shown on the application.	Office
	It was also agreed to write to Stone Masons responsible for the headstones and advise that if the design is not consistent with the submitted plan, the company would be removed from the approved list.	Office

- The Clerk was also requested to check the rules for the Cemetery Extension. **Office**
- c) The Lychgate
The Chairman advised that the two sets of gates on the Lychgate need to be repaired. It was AGREED for the Clerk to source a specialist carpenter to gain a quotation for the repairs. **Clerk**
- 8. Allotments**
- a) Purchase of Barrel Pump for Roman Road
It was AGREED to purchase the barrel pump. **Office**
- b) Stock Lane Invoices
The Clerk advised that the paperwork was still not available to allow the office to fully invoice for all the plots at Stock Lane. It was AGREED by all for the office to invoice all plots based on October 2009. It was also AGREED for the office to create a new plan for the site and manage the plots. The Clerk advised that this would increase the office and staffing costs as this would be a time consuming exercise. **Office**
- 9. Environmental Matters**
- a) Projects for the Community Payback Scheme
The Clerk had previously circulated full details of the scheme to the Committee. It was AGREED for the Clerk to submit a request for litter picking within the parish, cutting back of hedging/undergrowth and also clearing the ivy from the headstones at Fryerning Cemetery. **Clerk**
- b) Sponsorship of planting areas by a local business
It was AGREED by all for sponsorship to take place subject to the size and shape of the advertising. **Clerk**
The Clerk and Cllr Baggott to draw up a list of costs for each flower bed/planter and approach other local businesses prior to the spring planting season. **Clerk/PB**
- c) BBC Highways Ranger Service
Cllr Baggott advised that the Rangers can take on maintenance tasks such as clearing and recycling untidy areas, sign cleaning, removing unlawful signs, street clutter, clearing under growth, weeding, hedge trimming and simple road repairs. It was AGREED for Cllrs to review the Parish and report any requirements to the Clerk. **Cllrs**
- 10. Correspondence**
- a) Email from Parishioner regarding advice from the East of England Ambulance Service
The email was noted and the Clerk was asked to take advice from the Essex Playing Field Association regarding placing signs at Seymour Field and Fairfield advising of the grid reference and full address of the location. Clerk to report to the next meeting. **Clerk**
- b) Email from 1st Ingatestone & Fryerning Scouts regarding free trees
The email was noted and the Clerk was asked to ascertain the type of trees. **Clerk**
- 11. Budget 2010/2011**
It was proposed by Cllr Baggott and AGREED by all to include three projects in the budget. These were agreed as:
- Works to the Lychgate gates
 - New chairs for Seymour Pavilion
 - New football wall for Fairfield
- 12.** The Clerk requested a review of the current meeting frequency. After discussion, it was AGREED by all for 2011 to meet in: January, March, May, June, July, August, September and November.

13. Any Other Business

Cllr Montgomery reported that she had attended the ECC Waste Development Workshop. **Noted**

14. Date & Time of Next Meeting: Monday 10th January 2011 at 7.30pm.