

Goudhurst Parish Council



BURIAL AUTHORITY

Minutes of a Meeting held on 28 November at 1.00pm in The Hop Bine

PARTICIPANTS

Councillors Present: Cllrs Antony Harris, Phil Kirkby, Geoff Mason and Caroline Richards.

Officers Present: Mrs Claire Reed, Clerk.

APOLOGIES

489/23 Were received from Edward Hodgskin (working).

DISCLOSURES OF INTEREST

490/23 There were none.

QUESTIONS FROM THE PUBLIC AND PRESS

491/23 There were none.

GRASS MANAGEMENT PLAN

492/23 It was **resolved** to adopt the new Grass Management Plan, as presented at the meeting, for a trial period of 12 months beginning in March 2024 (Appendix 1). **Action: Clerk to inform contractors.**

493/23 It was **noted** that there continues to be a large number of plastic flowers and cellophane in the Burial Grounds despite changes in the regulations. The Clerk was asked to add a sensitive notice to the gates and noticeboard, for a period of 6 months, to remind families of the changes. Cllr Geoff Mason was asked to add the change to his monthly 'Goudhurst Plan Bee' blog. **Action: Clerk & Cllr Geoff Mason.**

WEED GROWTH

494/23 It was **resolved** to trial No Glyphosate Roundup in the cemeteries for a period of 12 months to be reviewed in December 2024.

495/23 It was **agreed** that the area around the base of church, ashes plots (St Mary's and Burial Ground) and the paths through St Mary's churchyard will be sprayed with in February and as needed thereafter. The Clerk was asked to request a quote for the works from Council's weed control contractor. **Action: Clerk**

496/23 Cllr Geoff Mason agreed to advertise the decision in his monthly 'Goudhurst Plan Bee' blog. **Action: Cllr Geoff Mason**

MAINTENANCE CONTRACTS

497/23 It was **resolved** to approve the updated maintenance contracts for the cemeteries as presented at the meeting (Appendix 2). **Action: Clerk**

MEMORIAL BENCHES

498/23 It was **resolved** to add up to 10 memorial plaques to the top rail of the new 'shared' memorial benches in the Burial Ground and Play Area. The Clerk was asked to gain quotations for purchasing and engraving the plaques (5"x2") so that a final price can be established. It was **noted** that the Burial Regulations will need to be updated to note that only plaques approved and purchased are permitted to be added to these new benches. **Action: Clerk**

FUTURE MEETINGS

499/23 It was **resolved** to hold all future meetings in the council's offices, starting at 1pm.

ITEMS FOR INFORMATION

500/23 It was **noted** that the Clerk had not yet received confirmation of permission to fell the self-seeded Cyprus tree growing out of a grave in the Victorian Cemetery.

DATE OF THE NEXT MEETING

Next Burial Authority Meeting, Tuesday 19 March 2023, 1.00pm at The Hop Bine.

The meeting closed at 2.00pm

Claire Reed
Clerk

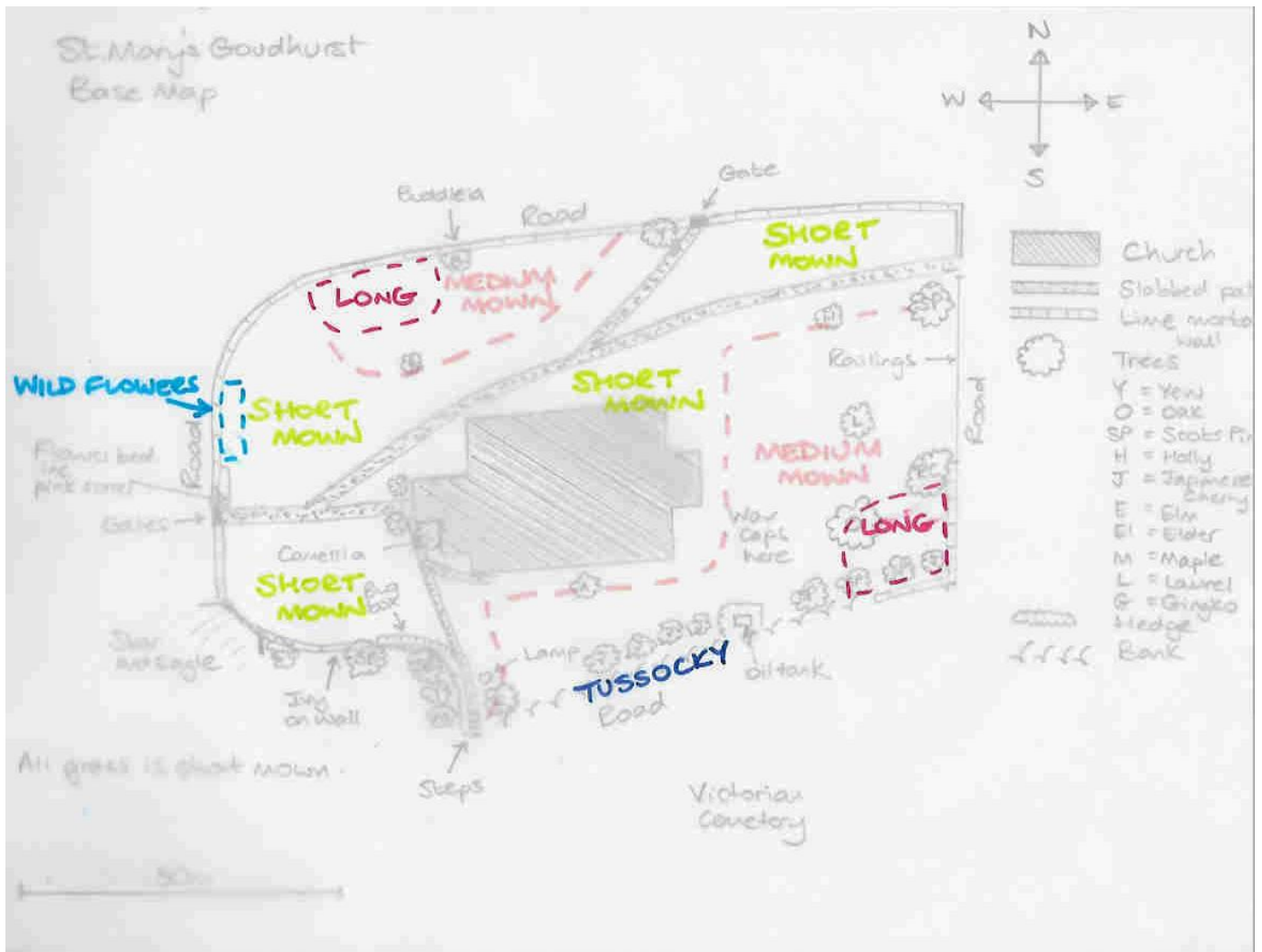
Appendix 1

Goudhurst's Plan Bee – Cemeteries Grass Management Plan

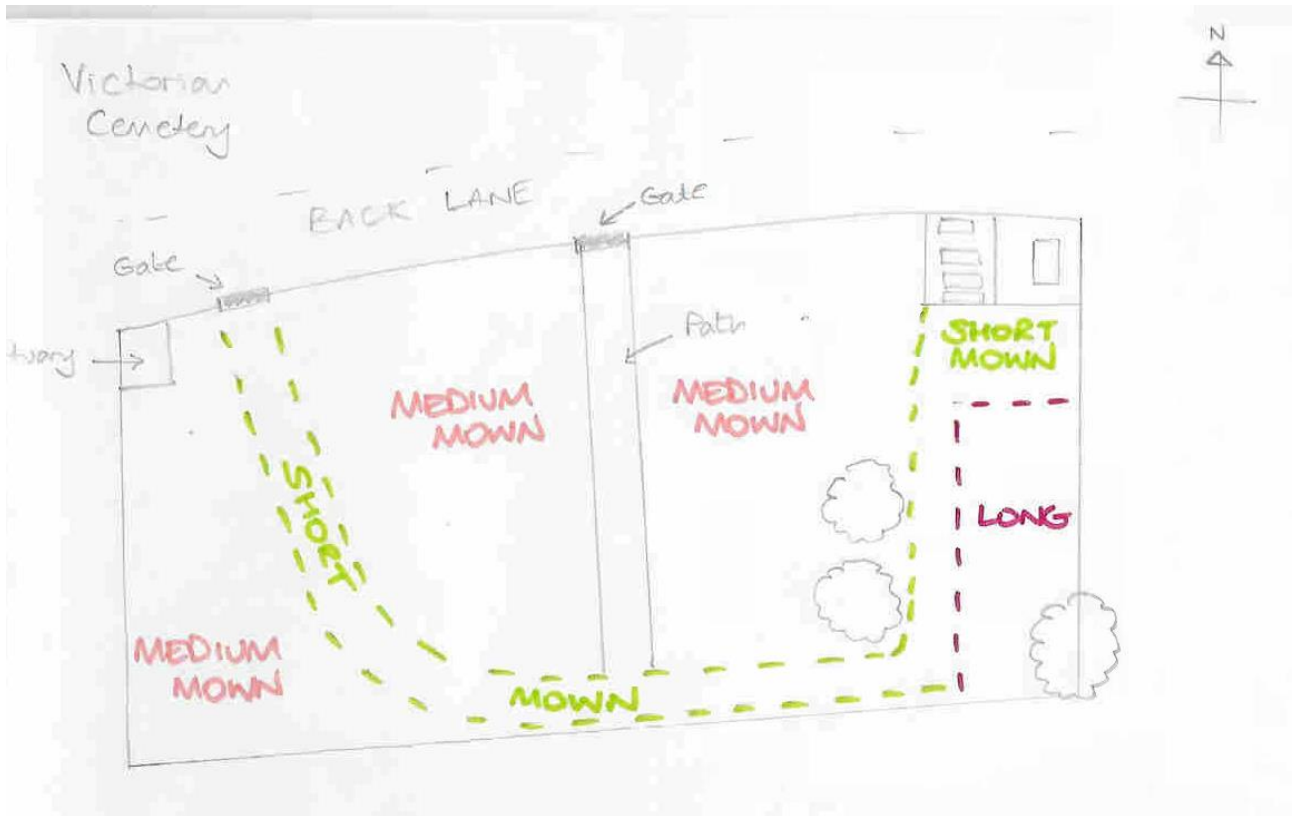
Version 1 November 2023

Area	Cut Length	Arisings	Frequency	Months
Short	No change	Remove all	Every 2 weeks	Mid March – Mid October
Medium	10cm blade	Remove all	Monthly	After bulbs have flowered
Long grass/ meadow	Standard	Remove all	3 times a year	February, July, October
Tussocky bank, south side of St Mary's Church	Standard		Once a year <i>Note: the area immediately adjacent to the road may need additional cut(s) to prevent encroachment on the road.</i>	September

St Mary's Churchyard



Victorian Cemetry



Appendix 2

St. Mary's Maintenance Contract March to October 2024
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Conditions of contract

The Contractor is to provide all of the equipment required to undertake the maintenance work.

All arisings are to be removed from site, except mulch cuttings as agreed.

The use of weed killer is not permitted.

The Contractor should take due care when undertaking the work as commensurate with working in a public space.

Special care is required when working around gravestones and monuments to ensure they are not damaged.

The Contractor must advise the Council of any damage or repairs that become evident whilst undertaking the maintenance work or any damage they cause whilst in undertaking their work.

No work is to be carried out on Sundays.

Work around the churches and churchyards should not be undertaken when a wedding or funeral is in process.

Evidence of public liability insurance will be required prior to the awarding of a contract.

Work Required	Frequency	Price
1. Mow and strim in Back Lane Play area adjacent to the Church Rooms.	Every 2 weeks from mid-March to mid-October	
2. Mow and Strim in the Burial Grounds to the South-East of St Mary's Churchyard.	Every 2 weeks from mid-March to mid-October	
3. Mow and Strim in St Mary's Churchyard as per the agreed Cemeteries Grass Management Plan.	See Cemeteries Grass Management Plan	
4. Mow and strim in the Victorian Cemetery as per the agreed Cemeteries Grass Management Plan.	See Cemeteries Grass Management Plan	
5. Cut grass footway on south side of the highway.	Monthly May to September	
6. Maintain stone walls in the Victorian Cemetery and Burial Ground clear of ivy and other plants growing out of them.	As required	
7. Ensure hedge along the much-used path from the Back Lane steps towards the Church is kept tight and tidy so as not to impeded the use of the path. Please leave the Shepherds Crook clear of the closely adjacent hedge.	As required	
8. Trim around ashes tablets on the north side of St. Mary's.	Annually	
9. Maintain hedges in St Mary's Churchyard, the Victoria cemetery and the Burial Ground to avoid encroaching on graves. To include the laurel hedge at the north end of the Burial grounds which should be kept to a height of no more that 4ft. Please do not carry out any work on the yews that are on Parish Council land.	Annually, outside of nesting season	