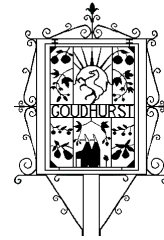


# **Goudhurst Parish Council**



## **Burial Authority Meeting 9th September 2025**

**MEETING  
9 September 2025 18:00 BST**

**PUBLISHED  
4 September 2025**

# Goudhurst Parish Council

To: Cllrs Ed Read Cutting, Phil Kirkby, Geoff Mason and Mrs Caroline Richards, Peter Rolington  
Rev. Rachel Robertson (advisor).

I summon you to a Meeting of the Burial Authority on Tuesday 9<sup>th</sup> September 6pm at the Goudhurst Parish Council Office, 3 Fountain House, The High Street, Goudhurst where business detailed on this agenda will be discussed.

**Members of the Public and the Press are welcome to attend this meeting.** At the Chairman's discretion, 15 minutes will be set aside for questions from members of the public each one of whom may be invited to speak for a maximum of 3 minutes in total relating to items on the Agenda or about issues of local concern. Thereafter they have the right, and are welcome, to stay and observe the rest of the Meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960, s1.

Please inform the Clerk, if you intend to film or record the Meeting.



Katrina Hoyle  
Clerk to Goudhurst Parish Council  
4<sup>th</sup> September 2025

Parish Council Office – 3 Fountain House, High Street, Goudhurst, KENT. TN17 1AL  
01580 212552 | [clerk@goudhurst-pc.gov.uk](mailto:clerk@goudhurst-pc.gov.uk) | <https://goudhurst-pc.gov.uk> |

A quorum for the Burial Authority is 3 Members.

# Agenda

Location  
Fountain House, High Street Goudhurst, Kent

Date  
9 Sep 2025

Time  
18:00 BST

	Item	Page
	<b>**Prior to the meeting, 5.15pm Burial Authority will meet at the Burial Ground for an inspection**</b>	-
1	Apologies for absence	-
2	Declarations of Interest	-
3	To resolve to approve the minutes of the Burial Authority Meeting held on 17th June 2025 and Chair to sign as a correct record.	4
4	To receive questions and statements from the public and press.	-
5	To consider maintenance and decide any actions needed.	-
5.1	Gates at Church and Victorian Cemetery	-
5.2	Adjustments to maintenance contract	-
5.3	Victorian Cemetery works	-
6	To consider the Mole ashes request	-
7	Burial Authority budget priorities	-
8	Next meeting Tuesday 18th November 1.00pm in the Council Office	-

# Goudhurst Parish Council



## BURIAL AUTHORITY

Minutes of a Meeting held on 17<sup>th</sup> June at 6pm in the Parish Council Office

Members of the Committee met at 5.15pm at the Burial Ground for an inspection

### PARTICIPANTS

**Councillors Present:** Cllrs Phil Kirkby, Geoff Mason and Caroline Richards (Chairman), Peter Rolington, Paul Wareham

**Officers Present:** Panetta Horn, Deputy Clerk

### APOLOGIES

162/25 Were received from Cllr Ed Read -Cutting

### DISCLOSURES OF INTEREST

163/25 There were none.

### MINUTES OF THE LAST MEETING

164/25 It was **resolved** to approve the minutes of the Burial Authority Meeting held on 18th March 2025 as a correct record.

### REVIEW OF BURIAL FEES

165/25 It was agreed to propose an increase in burial fees of 3.5 % in line with the National consumer index.

### MAINTENANCE

166/25 It was agreed that the gates to St Mary's need to be removed and the Deputy Clerk is to advise the Reverend. It was also agreed that the gates to the Victorian Cemetery need replacing. The Deputy clerk is to obtain quotes. The possibility of reusing the existing ironwork is also to be investigated.

167/25 It was agreed that the Deputy Clerk will liaise with the Contractor to ensure:

- that the growth in the church wall is removed
- that the bushes beside the steps to back lane are cut back
- that the brambles and ivy in the yew trees are removed
- the cutting of grass in the Victorian level is left at a higher level.

168/25 It was also agreed that the frequency of weed spraying on the ashes be determined to enable the Burial Authority to compare the cost of weed spraying and hand pulling.

169/25 It was agreed quotes will be obtained to have dangerous headstones laid down and deep graves ruts filled, within the Victorian Cemetery.

170/25 It was agreed that the commonwealth graves should be identified and that maintenance be requested for these graves, if necessary, from the War Grave Society.

171/25 It was resolved to approve the quote of £177.50 from the Living Forest to trim back the overhanging branches in the Coleman enclosure.

#### BURIAL GROUND SIGNAGE

- 172/25 It was agreed that quotes should be obtained for metal signage to be placed in the burial ground using the wording recommended by Cllr Richards and with reference to the Council's biodiversity policy.

#### MEMORIAL APPLICATIONS

- 173/25 The memorial application for the Denton Family was approved.

#### ASHES INTERMENT IN GRAVES

- 174/25 It was agreed that the interment of ashes in the grave plot be approved for the current applicant. It was further agreed to update burial regulations to clarify that ashes can only be interred in burial plots if the grave is already in use and that the Deputy Clerk will write to lessees of plots where there may be an intention to place cremated remains in unused graves in the future. The amended regulations to be included in the July Full Council agenda for adoption.

#### RIGHTS OF BURIAL AUTHORITY

- 175/25 A document detailing rights and obligations of the Burial Authority was circulated and it was noted that the Victorian Cemetery may be suitable for the interment of ashes alongside the path. A proposal for a project to repair the pathway and in the Victorian cemetery and install memorial kerbstones in the Burial ground will be drawn and costed for inclusion in the 2025/26 budget.

#### DATE OF THE NEXT MEETING

- 176/25 Next meeting Tuesday 16th September 6.00pm in the Council Office.

Panetta Horn  
17<sup>th</sup> June 2025  
Deputy Clerk