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## Minutes of a Cemetery Committee Meeting at the Community Centre on Thursday 9 November 2023 at 7pm

Present: Councillors Henderson (PH / Chair), and Cooper (WC). Also in attendance Phil Dyer (PD) (Cemetery Administrator), Jane McClintock (JMCC) and Caroline Emeny (Clerk). There were no members of the public present.

- 1 **The Chair welcomed** everyone to the meeting.
- 2 **Apologies for Absence** – Apologies received and approved from Cllr Hollowday.
- 3 **Declarations of Interest and Dispensations**  
There were no declarations of pecuniary and non-pecuniary interests and no requests for dispensations. Councillors were reminded of their obligations under the Suffolk Code of Conduct.
- 4 **Minutes of the previous meeting**  
The minutes of the Cemetery Committee meeting of 7 Sep 2023 were approved and signed by the Chair.
- 5 **To note any matters arising** – there are no matters arising not covered elsewhere on the agenda.
- 6 **To consider quote(s) for identified work:**  
Two quotes received from contractors with the necessary certification. Notes that two other contractors did not meet the required standards in this regard. Work was to remove the apple tree, prune the pear trees, raise the canopy and a general tidy up of the trees and hedges. Quotes were £740 and £780, possibly both plus vat (to be clarified). It was agreed these seemed expensive for what was required. PD agreed to try and obtain better prices and advise by email to the committee. **Action:** PD to review prices and engage contractor
- 7 **Brown Bin Request:** It was resolved that a compost bin was better value for money than an annual brown bin subscription and better for the environment. A wooden design was agreed, aesthetically more pleasing than a black plastic compost bin. Cllr Cooper to look after it in terms of forking it over etc. Clerk to order from B&Q or similar Easy Gear 320 litre wooden compost bin at £79.99 nett.  
**Action:** Clerk to order and liaise with JMCC re delivery etc
8. **Memorials:** The recent wooden owl memorial discussed which meets the size guidelines and the current rules. As it is within the unconsecrated ground, it was agreed it could remain. However memorials of this ilk that differentiate from the normal format will be decided on a case by case basis and are not guaranteed approval.
9. **Cemetery Administration:** Nothing to report.
10. **Future Proofing of the Cemetery and work identified for 2024:** The water table work as per the notes on the last minutes to be done in March 2024 together with levelling the small raised area of ground. Quote still to be obtained. **Action:** Clerk to obtain quote  
The May 2024 Community Clean up Day earmarked for a general clear up of the cemetery.
11. **Date of next meeting – Thursday 11 April 2024 at 7 pm, PDCC availability permitting.**

The meeting closed at 1930 hours.