

 *Devizes*  
*& Roundway*  
*Joint Burial Committee*

Town Hall  
St. John's Street  
Devizes  
Wiltshire SN10 1BN  
Clerk: Mrs Sarah Todhunter

Clerk: Sarah Todhunter  
Tel: 01380 722160  
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## **MEETING**

Date: Thursday, **27 November 2014**

Time: **7pm**

Venue: Council Chamber, Town Hall, St John's Street, Devizes

Enquiries: Town Hall - 01380 722160

### **MEMBERS**

#### **Devizes Town Council:**

Councillors: Mrs Burton  
Mrs Bridewell  
Mrs Evans  
Giraud-Saunders  
Nash  
Parker  
Wooldridge

#### **Roundway Parish Council:**

Councillors: Callow  
Stevens  
Miss Von Berg  
Batchelor

## **AGENDA**

### **1. MINUTES**

To approve as a correct record and authorise the Chairman to sign the minutes of the meetings held on the 18 September 2014, which have been circulated with the agenda.

### **2. APOLOGIES FOR ABSENCE**

### **3. DISCLOSURE(S) OF INTEREST**

To receive any disclosures by a Councillor(s) and/or Officers in matters to be considered at this meeting in accordance with the provisions of Sections 94 or 117 of the Local Government Act 1972 or the National Code of Local Government Conduct.

**4. PUBLIC PARTICIPATION**

At the Chairman's discretion, members of the public attending the meeting will be allowed to ask questions, make a statement or address the

Committee upon a matter of concern, which is relevant to the Committee. A time limit of 5 minutes per person will be permitted, but this may be extended at the Chairman's discretion and a maximum period of 20 minutes has been allocated by the Committee for this item of business.

**5. FINANCIAL MATTERS**

Schedule of Payments: Since the last meeting accounts to £3666.04 v(net) have been paid (Doc 5/1).

**6. REPORT FOR INFORMATION – TEMPORARY MEMORIAL**

During Question Time at the meeting on 18 September 2014, members enquired about the temporary memorial on EX2/AX20. Officers would like to advise no reply has been received from the grave owner and subsequently the memorial has been removed by staff is being stored.

**7. REPORT FOR INFORMATION – CEMETERY CHAPEL REPAIRS**

Works have not yet started on the Cemetery Chapel, officers are chasing a start date from the contractor.

**8. REPORT FOR DECISION – CHILDS GRAVE AREA**

**Recommendation principle**

That the committee agrees the design for the new child grave area in the cemetery.

**Purpose of the Report**

To agree the design for the new child grave area in order that the project can be progressed.

**Background**

Some time ago the committee agreed that a new child grave area was needed in the cemetery as the existing area has limited space.

Following that instruction, officers tendered then commissioned D & H Surveys to prepare a design which was less formal in its layout and in time can be landscaped in such a way as to remove the difficulties experienced by large numbers of tributes being left which is not uncommon with children's graves.

A breakdown in communication resulted in the burial committee waiting the design whilst the design company seeking a response from the burial committee.

Now communications have been established, officers wish to progress this project as quickly as possible and therefore are asking the committee to agree the design.

The area has been designed in two sections, up to secondary school age 80 spaces, and secondary school 61 spaces.

### **Options Considered**

The committee needs to decide if it agrees the design.

### **Implications and Risks**

#### **Financial and Resource Implications**

Budget provision has been made for the design element of the child's grave area. In future years, budget provision will need to be made for the landscaping element.

#### **Legal Implications and Legislative Powers**

The Council will be considering this matter under General Power of Competence.

#### **Environmental Implications**

Officers are unaware of any environmental implication for the Council associated with this decision.

#### **Risk Assessment**

Officers are unaware of any risk implication for the Council associated with this decision.

#### **Crime and Disorder**

Officers are not aware of any issues the Council should consider under Section 17 of the Crime and Disorder Act 1998.

## **9. QUESTION TIME**

Members will be allowed a short period in which to put questions on matters of concern to the Committee, which are not contained in the report of matters formally considered by the Committee at this meeting. The question may be answered at the meeting or may be referred back to the Committee at a later date. The question may not be the subject of any further debate.

CLERK TO THE JOINT BURIAL COMMITTEE