

**DECISIONS REGARDING REMAINING BURIAL SPACE IN CEMETERY IN CHRONOLOGICAL ORDER**

**Appendix 1**

Date	Meeting	Minute No	
24/10/1995	Finance & Policy Committee	5A	<p><b>Long Term Financial Policy</b>                      Cllr Sellers proposed that this matter be discussed on the grounds that it is a finance and policy matter. Cllr Childs seconded and the committee agreed.</p> <p><b>Burial Ground</b>                      There was discussion about the amount of burial land left at the Cemetery and how soon it would be used up. Various opinions ranging from 2 to 5 years were put. However, it was obvious that more land would have to be purchased in the near future.</p> <p>Cllr Childs referred to the piece of land below the Cemetery, which he thought would cost about £20,000 to purchase and put in a road as there is no access to it at present. Other possible sites he suggested were below the Well House and on the opposite side of the road to the Cemetery. Cllr Jeffrey mentioned the possibility of buying land to the other side of the Lodge. The question was asked as to who owns the various pieces of land being considered and it was pointed out that most of it belongs to Dillington Estate. There was some discussion about ‘marketing’ the burial plots in order to recover some of the cost involved in buying land in the short term. Also discussed was the possibility of putting a road in on the southern side of the Lodge, if needed, to gain access to the land below the Cemetery. The Clerk said that he had spoken to the SCC about a road and they were in favour of it provided the access part was large enough to accommodate two vehicles at once and that there was a turning area at the end of it. Cllr Shepherd suggested that it be established whether the Estate would be willing to sell land to the Council and that a detailed presentation of the costs involved be made. It was felt that this work should be undertaken by someone other than the Clerk as he would probably not have the time. Cllr Shepherd suggested that a sub-committee be set up to look into these matters, consisting of himself, Cllr Childs and the Town Clerk. It was also suggested that a meeting be set up with representatives of the SCC, Dillington Estate and the sub-committee. A proposal was put by Cllr Shepherd, seconded by Cllr Murdoch, and agreed by the committee. It was RESOLVED that a sub-committee consisting of Cllr Shepherd, Cllr Childs and the Town Clerk be set up to investigate the possibility of purchasing burial land.</p>
27/02/1996	Open Spaces Committee	22 (b)	<p><b>Correspondence/Town Clerk’s Report</b>                      The Clerk said that Mike and Carol Holtom had paid a visit to the Cemetery and felt that, possibly, there might be some unused land there which the Council was not aware of. It seemed that a section of land covering sections A to D might still be available for burials. The Clerk suggested that Mr Parfitt be asked to investigate the matter. The committee agreed to this suggestion and to pay his fee.</p> <p>Cllr Shepherd suggested ‘marketing’ burial plots. This suggestion was referred to the Finance Committee.</p>

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02/04/1996	Open Spaces Committee	4	<p><b>Matters Arising from the Minutes</b> Minute 22 (b) – Cemetery</p> <p>The Clerk said he contacted Bristol University, who have a Geophysical Survey Machine, to see if they would be interested, as an exercise for their students, in conducting a survey at the Cemetery. They are prepared to do this, for their expenses only (which are approximately £50), and could undertake it around the end of April or early May. The committee agreed that this be done.</p>
21/05/1996	Open Spaces Committee	5	<p><b>Matters Arising from the Minutes</b> Minute 4 (22b) – Cemetery</p> <p>Cllr Shepherd asked what has happening about the survey. The clerk said that 2 students had gone to the Cemetery on the 16<sup>th</sup> May and done some measurements. They had since contacted him to say that their survey had been inconclusive and they asked if a trench could be dug in order for them to take further measurements. He had arranged for this to be done.</p>
02/07/1996	Open Spaces Committee	4	<p><b>Matters Arising from the Minutes</b> Minute 5 – Cemetery</p> <p>The Clerk said that a trench, for the purpose of the survey, would be dug the following day.</p>
23/07/1996	Burial Sub-Committee	1	<p><b>To Consider a New Section for the Interment of Cremated Remains</b></p> <p>The sub-committee looked at the problem of a lack of spaces in the present section being used for the interment of cremated remains and, after touring the Cemetery, recommended a section on the eastern side of the path leading down the Cemetery, i.e. Sections J2 and H2, for use when Section P2 is full.</p> <p>The sub-committee also thought that the large area in the centre of the Cemetery, without any memorials, would be another possibility if further full interments were forbidden in the area.</p>
		8	<p><b>Area of Ground without Memorials</b></p> <p>The sub-committee considered the piece of ground in the centre of the Cemetery which was the subject of an inconclusive report by Bristol University. After some discussion they recommended hiring a digger to excavate Sections A, B, C and D to prove conclusively whether burials have or have not taken place there.</p>

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Date	Meeting	Minute No	
03/09/1996	Open Spaces Committee	5	<p><b>Minutes of Burial sub-committee meeting</b>  <b>The Minutes of a meeting of the Burial sub-committee held on 23<sup>rd</sup> July 1996 were received by the committee</b>                      Cllr Miller referred to Minute 8 – Area of ground without Memorials – and asked if there would be a problem if it was found that burials had taken place there. The Clerk referred to a letter from the Home Office concerning a study being carried out by Dr Julie Rugg under the auspices of the Institute of Burial &amp; Cremation Administration, which is not yet complete. The Home Office takes the view that burial grounds cannot be re-used if that involves the disturbance of human remains already interred. The sub-committee felt that cremated remains could be put in this area. The clerk said he had contacted Mr Parfitt, the grave digger, about digging a trench in order to discover if there are any human remains in this part of the Cemetery. The Clerk read out part of a report done by Bristol University following their investigations at the Cemetery, the results of which were inconclusive.                      The Clerk pointed out that if this ground cannot be used then the Council is going to run out of spaces for burial in a few years’ time.                      Cllr Sellers thought that the recommendations contained in these Minutes would need to be referred to another committee meeting for verification. The Clerk confirmed that this was correct.</p>
21/01/1997	Finance & Policy Committee	12	<p>RESOLVED to go into camera to discuss the following matter  <b>Cemetery Land</b>                      The Clerk informed the committee that he had unofficially recommenced negotiations with Greenslade Hunt for the purchase of land, to be an extension to the Cemetery at New Road, and he read out a quote he had received from them as agents for the owner. The committee discussed at length the proposed purchase of land. Cllr Hodges made a proposal, which was seconded by Cllr Simpson, on which a vote was taken and it was agreed to RECOMMEND that the Town Clerk continue negotiations with the owners of land both to the south and west of Cemetery Lodge and to ascertain the concomitant costs connected with it.                        It was then RESOLVED to go out of camera and adopt the recommendation made whilst in camera.</p>
04/03/1997	Finance & Policy Committee	10	<p><b>Burial Land</b>                      Cllr Jeffrey declared an interest and was allowed to remain in the room.                      As the meeting was still in camera the Clerk read over the letters he had received from Greenslade Hunt giving the latest costings of additional land and also from Symonds &amp; Sampson, agents for the Dillington Estate. The matter was discussed and it was                      RESOLVED to hold a site meeting with the Somerset County Council highways officer, Mr Cowan from Dillington Estate, Cllr Childs, Cllr Simpson, Cllr Shepherd and the Clerk.</p>

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			<p>Cllr Murdoch proposed to move out of camera, this was seconded by Cllr Simpson and agreed by the committee. Cllr Simpson proposed and it was seconded by Cllr Murdoch to adopt the resolution made whilst in camera, the committee agreed.</p>
28/04/1997	Finance & Policy Committee	4	<p><b>Matters Arising from the Minutes</b> Minute 10 – Burial Land The Clerk reported that he, Cllrs Simpson, Childs, and Miller, Mr Denner (SCC) and Mr Cowen (Dillington Estates) met on site on the 22<sup>nd</sup> April. Also, tomorrow he has a meeting with Mr Bartlett of the SSDC concerning the change of use of the site from agricultural to burial land. Mr Cowen will be writing to the Council about a price for the land.</p>
27/05/1997	Open Spaces Committee	9	<p><b>Burial Sub-Committee</b> It was agreed that Cllrs Jeffrey and Miller, who had declared interests in this matter, could remain in the room. <b>A. Burial Ground Site Meetings</b> The Clerk gave a report on the Burial sub-committee meeting held on the 22<sup>nd</sup> April 1997 on land south of Cemetery Lodge. This was attended by himself, Mr Cowans (Dillington Estate Land Agent), Mr Denner (SCC), Cllrs Childs, Jeffrey, Simpson and Miller. The Clerk said that, following discussion with Mr Denner and after looking at various options and sitings for access points along the road, Mr Denner agreed to a project where the access was approximately 200 yards from the Lodge with minimal hedge loss to the eastern hedge, where a hard standing with a radius of 6 metres could be created to allow access into and egress from the site for 2 cars manoeuvring and a hardcore/scalping road. This would lead to a car park area by the Lodge to hold about 10 cars plus a hearse, with an access into the current Cemetery via the Cemetery wall to the west of the Lodge. Mr Denner agreed in principle that it would be possible and to submit the project to him once the problem of purchase has been sorted. Mr Cowans said that he would consult with his client and trustees and would let the Clerk have a price as soon as possible. The Clerk then gave a report on another meeting of the Burial sub-committee held on the 29<sup>th</sup> April 1997 when Mr T Bartlett (SSDC), Cllrs Childs, Simpson and Miller were present. Mr Bartlett was informed of Ilminster Town Council’s intention to purchase land for burial and of Mr Denner’s requirements/conditions. After some explanation and discussion Mr Bartlett agreed in principle that such a project was possible but he would require a sympathetic approach to the change, e.g. as little hedge to be cut as possible and the road/pathway in the field to be a soft as possible visually, i.e. no tarmac or cement. He would require a plan to be drawn up, at which stage he would comment further. The Chair commented that also Mr Bartlett wanted the parking area to be landscaped, and although Mr Bartlett and Mr Denner were agreed on the access they differed on the amount of parking spaces needed and where to put the car park. The Clerk said that he was still waiting to hear back from Mr Cowans.</p>

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03/06/1997	Finance & Policy Committee	4	<p><b>Matters Arising from the Minutes</b> Minute 4 – Burial Land The Clerk said he was still waiting for Mr Cowen’s reply regarding the cost of the land</p>
01/07/1997	Open Spaces Committee	4	<p><b>Matters Arising from the Minutes</b> Minute 9A – Burial Ground Site Meetings The Clerk said that Mr Cowans was meeting him and Cllr Shepherd tomorrow afternoon with regard to the site, as well as another matter connected with the Leisure Centre.</p>
16/09/1997	Open Spaces Committee	4	<p><b>Matters Arising from the Minutes</b> Minute 4 – 9A – Burial Ground The Clerk said that he and Cllr Shepherd met with Mike Williams of Planning Department yesterday and discussed the proposed new burial site. Mr Williams wants a further meeting, on site, with the SCC and a landscaper, from whose advice he feels they would greatly benefit. The Clerk asked if he could arrange another meeting with all of the suggested people and the committee agreed.</p>
02/12/1997	Open Spaces Committee	8	<p><b>Cemetery</b> The Chair said that Mr Parfitt and his son-in-law undertook various excavations in the centre of the Cemetery and as a result of this Mr Parfitt was of the opinion that no burials have taken place in that area. The Clerk read a letter from Mr Parfitt which stated: ‘I have now completed my investigation on the 12<sup>th</sup> November into the possibilities that there are any previous burials in the centre area of Ilminster Cemetery. After digging a number of test holes to a depth of 7 – 8 ft I did not find any previous disturbance of top soil or sub soil nor did I find any previous disturbance of top soil of sub soil nor did I find any human remains. In my opinion there are no burials in this area. The Clerk said that Mr Parfitt estimated that there were about 400 plots in this area. The Clerk asked for authority to pay Mr Parfitt’s account of £178 and this was agreed. He went on to say that the area concerned is approximately 100 metres x 30 metres. It was thought that this land would suffice for burials for about 20 years. Cllr Hodges suggested that the area should be properly marked out for burial spaces. It was agreed to refer this matter to the next meeting for further discussion.</p>
20/01/1998	Open Spaces Committee	8	<p><b>Cemetery</b> A. To discuss the layout of the centre area of the Cemetery which has been confirmed as previously unused for burials. The Clerk explained that this land has to be marked out for burials and a plan of the area made, either by the council or a professional body. Cllr Shepherd suggested that the Clerk obtain quotes for drawing up a plan of the area and the committee agreed.</p>

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			<p>B. To debate the necessity of continuing negotiations for the purchase of additional land for Cemetery parking. Cllr Childs asked, do we want to make a car park at the Cemetery? Cllr Shepherd thought this matter should be left for the time being and the committee agreed to take no further action at present.</p>
01/09/1998	Open Spaces Committee	13	<p><b>Burial Plots</b>                      Two quotes were received for production of a definitive plan of burial plots at the centre of the Cemetery and to produce a sketch plan of the proposal, including planting with trees and access paths.                      Following discussion Cllr Murdoch proposed, seconded by Cllr Tucker, and it was agreed on a vote to RESOLVE TO RECOMMEND acceptance of the quote from Environs Partnership for the production of a plan for burial plots in the centre of Cemetery, new Road, Ilminster.</p>
16/02/1999	Open Spaces Committee	10	<p><b>Cemetery</b>                      A plan of the new area for interments at the New Road Cemetery was received from Environs. The Clerk said he wrote to Environs about marking out the ground and they had replied that they would do this but it would cost £250 plus expenses with the Council supplying pegs. The Chair said he had studied the plan and he felt that he, with the Wardens, could undertake the marking out of the perimeters of the new areas. Cllr Childs suggested that room be left for a pathway for the pall bearers to get to the new plots. The Secretary asked what order the plots would be sold in and the committee agreed that they should be sold in numerical order. Cllr Childs made a proposal which was seconded by Cllr Park; a vote was taken and it was agreed to                      RESOLVE (1) to leave enough room for pall bearers to access Sections R and S at the New Road Cemetery and to sell the grave spaces in those sections in numerical order; (2) that Cllr Simpson and the Wardens mark out the perimeters of those sections and (3) that some form of landscaping for the Cemetery be considered at a future date.</p>
17/09/2002	Open Spaces Committee	11	<p><b>Cemetery</b>                      (b) Cremation Plots                      The Clerk pointed out that the present row of cremation plots at the Cemetery is nearly filled. It was agreed that the piece of land between the Lodge and the toilet should be made ready for use for cremations by the time the present area is filled.</p>