

UPTON UPON SEVERN TOWN COUNCIL
M I N U T E S
Of a meeting of the Open Spaces & Cemetery Committee
25th January 2005 at 7.30pm in the Memorial Hall

58/04/05

Present: Chairman Councillor E White
Councillors P Martin, A Morgan, J Surtees

In attendance: Ms G Jennings (Clerk), Councillors M Kerrigan, S Wilkinson, T Perry

1. To receive apologies – Apologies were accepted from Councillor Thompson, Councillor Mrs Dickson. Councillor Slade was absent.

2. To receive declaration of interest – None received

3. Cemetery Grounds & Chapel

1. To discuss outcomes and opinions following Committee site visit re: plaque/ashes space and condition of chapel – The Committee were agreed that further space was required for a Garden of Rest and it was preferable to locate this at the back of the chapel adjacent to the current one. The records would have to be researched to ensure this was consecrated ground. There was limited space for burials and the allotments would eventually have to be relocated. The plaque wall might be extended but a decision would have to be made about the adjacent old gravestones. Councillor P Martin and Councillor E White had inspected the chapel and were of the opinion that the chapel required additional heating, that the doors, floor and pews all required attention. Quotations to be obtained. **Action GJ**

2. To discuss risk assessment – the assessment of the headstones revealed 7 headstones which required immediate attention and 160 which required strengthening. The clerk would try to locate the relatives of the 7 headstones in the first instance. In the event that relatives could not be chased a procedure would have to be put in place to deal with the offending stones. The Burial Records were still being updated onto computer and some assistance might be required in completing this job. Councillor A Morgan offered to assist. **Action GJ/AM**

3. To consider quotation for work to trees – The trees overhanging the paths in the cemetery required lopping and crowning. A quotation for £125 was accepted by the Committee.

4. To be advised of costs of new water main required to separate the Lodge supply – A new supply for the cemetery would cost £1780. The job was not easy since it was necessary to follow the path line to avoid grave spaces. The Committee agreed to accept the quotation.

4. Sports Field/Carpark

1. To receive update on water main works – The temporary supply to the Sports Club was working and could be made permanent for an additional £500 approximately. The clerk had requested a specification for the work, a copy of the contractors insurance certificate and a firm price. The Committee agreed that provided the work was not greatly in excess of this figure the work should proceed.

2. To consider quotation for new fencing – 1 contractors had been invited to quote. Only 1 contractor had confirmed a price. The clerk was asked to obtain further quotations. **Action GJ**

3. To acknowledge receipt of Rugby Club donation of £350 towards upkeep of field – The Committee asked the clerk to acknowledge the donation. **Action GJ**

4. To consider application for caravan rally for August 2006 – the Committee had no objection to the application but asked that the applicant reapply in Jan 2006. **Action GJ**

5. To consider quotation for work to trees – A quotation of £250 was accepted for thinning the line of trees on the playing field.

5. Open Spaces

1. To consider planting of two new trees provided by Worcs. County Council – The clerk was asked to seek advice from the Country Park Officer on suitable trees and locations.

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2. To receive Footpaths Officer's report – Councillor Wilkinson reported that the application made to register footpaths on Causeway Lane and the railway embankment were taking time to complete whilst the County worked on the definitive map. It might speed things up if the Town Council specified these footpaths as public rights of way. The Council agreed to this and Councillor Wilkinson would draft a suitable letter. **Action SW**

Footpaths 26/31 Cow Hill Farm were blocked off by electric fencing and this would be dealt with by the Rights of Way officer.

The footpath by Duckswich House was extremely muddy following work to the house.

Councillor Wilkinson had removed barbed wire from a stile on footpath 23.

3. To review the work carried out by the lengthsman to date – The Committee agreed that Severn Drive and New St (lane) should be added to next schedule. **Action GJ**

6. To receive reports from Councillors

- Councillor Mrs A Morgan suggested that dog bins were required by the entrances to the Ham and also by the junior school.
- Councillor Perry suggested that the litter bins throughout the town should be coordinated to improve the look of the town.
- Councillor Mrs Martin requested that the provision of cycle racks was considered. Councillor Kerrigan thought there was an ample supply of these at County Highways if suitable sites could be found.

7. Authorisation of Payments

Cheques 4421 – 4424 £985.83 were checked and signed.

8. Correspondence/Information

1. Notification of new owner of English Holiday Cruises - The owner would have to be asked to obtain a new mooring licence. **Action GJ**
2. MHDC had written requesting completion of the 2005 Open Space Audit forms.
3. Copy letter to Councillor Bullock re Riverside Improvements from the Director of Environmental Services indicating no substantial capital funding would be made available.

9. Date of next Meeting

22nd February 2005

The meeting closed at 8.55pm

