



CITY OF ELY COUNCIL RECREATION & CEMETERY COMMITTEE

**MINUTES OF A MEETING HELD AT 7.00 PM ON
MONDAY 16TH MAY 2011**

PRESENT:

The Mayor, Cllr J Yates
Cllr E Griffin-Singh

Cllr A Winchester
Cllr W Burton

Cllr R Hobbs
Cllr B Ashton

1. APOLOGIES FOR ABSENCE

Apologies were received from Cllr Bradney.

2. REQUEST INTENTION OF THOSE IN ATTENDANCE WHO WISH TO SPEAK ON AN AGENDA ITEM *as per Standing Order 60 b*

No intentions were received.

3. ELECTION OF COMMITTEE CHAIRMAN

The Mayor requested nominations for a Committee Chairman. Cllr Hobbs was proposed by Cllr Burton and seconded by Cllr Winchester and this was unanimously agreed by members. Cllr Hobbs then chaired the meeting.

4. ELECTION OF VICE CHAIRMAN

Cllr Hobbs requested nominations for Vice Chairman. Cllr Winchester was proposed by the Mayor and seconded by Cllr Burton and this was unanimously agreed by members.

5. MINUTES OF THE LAST MEETING & MATTERS ARISING

Minutes of the meeting held on the 14th March 2011 were agreed and signed as a true record. Pages RC 014 & 015 refers.

The Assistant Clerk reported the rose garden adjacent to section F will be developed shortly.

The Mayor updated members on the cemetery workshop. Members agreed that a further planning application will be submitted for a new workshop. This proposal will be recommended to Full Council on 6th June 2011.

6. BUDGET UPDATE

Members noted the budget dated 10th May 2011. There were no significant variances.

The Assistant Clerk confirmed that following Borland's service station ceasing to have credit accounts, a 'Fuel Genie' credit account had been set up and was now in use.

7. TO DISCUSS THE NEED FOR ADDITIONAL STORAGE AT THE CEMETERY

The Assistant Clerk advised that staff had requested temporary storage for the cemetery. Members discussed various options and it was decided that a temporary site building would eventually be needed for when a workshop is being erected. Therefore a temporary structure could be erected and also be used as storage. It was agreed the Assistant Clerk will obtain quotations.

8. TO DISCUSS THE GARDEN OF REMEMBRANCE

The Assistant Clerk advised the rows on the Garden of Remembrance need to be spaced far enough apart to allow disabled access. It was agreed that after every two rows, there would be a wider access for a wheelchair.

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9. TO DISCUSS REQUEST FROM HOLDER OF EXCLUSIVE RIGHT TO BURIAL

Due to the nature of this matter it is recorded as a confidential item, which forms part of these minutes.

10. FOR INFORMATION ONLY

(i) Zurich Equipment Inspection Reports for Ely Cemetery dates 18th April 2011

Members noted that no faults had been reported.

11. TO DISCUSS QUOTES RECEIVED FOR ST JOHNS PLAY AREA – REPLACEMENT ROUNDABOUT

The Assistant Clerk advised that she was waiting for one more quote and once this had been received she would advise members of the cheapest.

12. TO DISCUSS QUOTES RECEIVED FOR HIGH BARNES MULTI USE GAMES AREA

The Assistant Clerk had obtained 4 quotations with the best value and cheapest being from Wicksteed Leisure. It was agreed Cllr Hobbs will speak to Sanctuary Hereward regarding their contribution and then funding will be sort for the remainder.

13. TO DISCUSS LETTER RECEIVED FROM FRIENDS OF ST JOHNS ROAD PLAYING FIELD ASSOCIATION

Members noted the contents of the letter received regarding the skate park. Members unanimously agreed that there are no issues regarding noise, as when a decibel reading had been carried out by East Cambridgeshire District Council, it was within the scale required. A response will be sent to the Association from the Mayor.

14. TO DISCUSS THE NEED FOR ROSPA INSPECTION REPORT PRIOR TO THE TRANSFER OF COLUMBINE ROAD PLAY AREA FROM EAST CAMBRIDGESHIRE COUNCIL

Members agreed an inspection will be carried out by the Recreation and Cemetery Supervisor and that the recent insurance inspection reports will be requested from East Cambridgeshire District Council.

15. TO SET DATE FOR ANNUAL TOUR OF CEMETERY

It was agreed by members this will be on 27th June at 3pm and all Councillors will be invited to attend.

16. TO SET DATE FOR ANNUAL TOUR OF PLAY AREAS

It was agreed Cllr Hobbs will arrange this with the Recreation & Cemetery Supervisor for the week beginning 4th July 2011.

17. ANY OTHER BUSINESS

The Assistant Clerk advised members that the Recreation & Cemetery Supervisor had questioned the need for 2 people to be present when a grave is being dug mechanically. He had contacted the ICCM and had been advised that there is no requirement for 2 people to be present. Members agreed that Health and Safety is paramount however it would be acceptable for one member of staff to dig a grave mechanically. Members stressed that:- the area must be cordoned off, there must always be another member of staff on site and that they are aware of a grave being dug. Also at no point does the person digging the grave enter it without someone else present.

Cllr Griffin-Singh raised her concern regarding the lack of progress with headstone memorial repair. The Assistant Clerk had advised that repairs were now taking place. Members agreed that when the Cemetery tour is carried out it will be noted how many memorials require repair and a target will be set in order for this to move forward more quickly.

18. TO AGREE DATES OF FUTURE MEETINGS

Members agreed the following dates:-

Monday 18th July 2011 at 7 pm, Monday 12th September at 7pm, Monday 7th November at 7pm, 30th January 2012 at 7pm, 26th March 2012 at 7pm, Monday 18th June at 7pm.

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COMMITTEE CHAIRMAN
18th July 2011