



# CEMETERY AND TOWN HALL COMMITTEE

Minutes of a Committee meeting held on  
Thursday 8<sup>th</sup> June 2022 starting at 19:00hrs in the Town Hall, 1 High Street,  
Cullompton, EX15 1AB

**Present**

**Chair:** Councillor M Thompson

**Committee Members:** Councillors: J Buczkowski (Ex-Officio), C Snow, R Dietrich, S Holvey  
and J Johns

**In Attendance:**

*Note: Councillors attending by remote access are not able to participate nor vote in the meeting*

**Councillors:**

**Officers** J Norris (Town Clerk)

No members of the public attended the meeting.

<b>C &amp; TH 261.</b>	<b>Election of Committee Chair</b> Consideration was given to the election of a Committee Chair for the civic year 2022 – 2023. The Mayor took the Chair for this agenda item.  <b>RESOLVED</b> that Cllr Thompson be elected as the Cemetery and Town Hall Committee Chair for the 22/23 civic year.
<b>C &amp; TH 262.</b>	<b>Chair's Announcements</b> The Chair may make announcements relevant to the work of the Committee. The Chair said that he has served on the Committee before and he knows there have been lots of issues raised; he hopes that the Council will be able to address some of those matters.
<b>C &amp; TH 263.</b>	<b>Apologies for Absence</b> An apology for absence was received from Councillor Knight.
<b>C &amp; TH 264.</b>	<b>Declarations of Interests</b> The following Declaration of interest was made: <ul style="list-style-type: none"><li>• Councillor Holvey declared a personal interest in Agenda No 10 as a family friend was one of the contractors asked to give a quotation for grass cutting in the cemetery</li></ul>

<p><b>C &amp; TH 265.</b></p>	<p><b>Public Participation</b> This agenda item allows members of the public present at the meeting to raise matters which are relevant to the work of the Committee.</p> <p>No matters were raised.</p>
<p><b>C &amp; TH 266.</b></p>	<p><b>Minutes</b> The Draft Minutes of the meeting held on 5<sup>th</sup> May 2022 were considered. (Supporting Paper A to the Agenda)</p> <p><b>RESOLVED</b> to confirm the draft minutes of the meeting held on 5 May 2022 as a correct record.</p>
<p><b>C &amp; TH 267.</b></p>	<p><b>Action List</b> The Action List relating to the Cemetery &amp; Town Hall Committee was received and reviewed. (Supporting Paper B to the Agenda)</p>
<p><b>C &amp; TH 268.</b></p>	<p><b>Financial Monitoring</b> Information about financial matters pertaining to the Cemetery and Town Hall Committee including income, expenditure and commitments was reviewed. (Supporting Paper C to the Agenda)</p>
<p><b>C &amp; TH 269.</b></p>	<p><b>Emergency Egress from the Town Hall</b> An extract from a recent health and safety report regarding the emergency egress from the Town Hall was considered. (Supporting Paper D to the Agenda)</p> <p>Would we need planning permission - conservation area? Flashing light may have health implications – need to check?</p> <p><b>RESOLVED</b> that the relevant extract from the health and safety report should be sent to Mid Devon District Council with a request clarification of the position regarding any planning or conservation area permissions / conditions / standards that would be required to install the suggested visual and audible warnings.</p>
<p><b>C &amp; TH 270.</b></p>	<p><b>Cemetery Update</b> An update on recent projects and activities regarding the Cemetery was considered. (Supporting Paper E to the Agenda )</p> <p><b>RESOLVED</b></p> <ul style="list-style-type: none"> <li>(i) To ratify the Town Clerk’s decision to appoint a contractor to strim the grass in the old part of the cemetery 3 times between 6 June and 31 July at a cost of £650.00 per “cut”</li> <li>(ii) That the quotation document should include an assessment of whether or not the remaining / existing plasterwork is of a suitable material or if it may be a contributory factor</li> <li>(iii) That in section 3 of the required works change “stabilise interior brickwork” to read “stabilise interior materials ...”</li> <li>(iv) That when the remaining aggregate is removed from the car park and the area of the pathways site cleared and tidied the invoice can be paid.</li> </ul>

<b>C &amp; TH 271.</b>	<b>Members' Questions</b> This agenda item is to give Councillors an opportunity to ask questions which are relevant to the work of the Committee. The following matter was raised <ul style="list-style-type: none"><li>• Provision of columbaria be in the cemetery.</li></ul>

The Meeting closed at 20: 17hrs