

Minutes of an Extraordinary Meeting of the Bures Joint Cemetery Authority held virtually on Monday 1st February 2021 at 7.30pm

PRESENT: Cllr J Aries (Chairman), Mrs J Wright (Clerk)

Bures St. Mary Parish Council: Cllr S Sills

Bures Hamlet Parish Council: Cllr M Baker, Cllr C Ellis, Cllr K McAndrew

1/02/21 APOLOGIES FOR ABSENCE

Apologies received from Cllr J McCrory (Personal commitment).

Apologies accepted by those present. Cllr L Alston (Absent).

2/02/21 REGISTER OF INTERESTS & DISPENSATION REQUESTS

To declare any 'Pecuniary' or 'Non Pecuniary' interests and dispensation requests.

No Register of Interests declared and no Dispensation requests put forward.

3/02/21 PUBLIC FORUM – 15 minutes maximum public participation

3 minutes for individual contributions unless agreed by the Chairman

No members of the public present.

4/02/21 STORAGE AREA/PARKING BAY/TURNING CIRCLE

a) Storage area/parking bay: The Clerk had managed to obtain 2 quotations for the work. Quotations received from JPB Landscapes Ltd and N S Norton. The Chairman pointed out the slight differences regarding materials, area size and excavation depths. It was also discussed whether the area required gravel grids or tarmacadam. For this particular area gravel grids was the preference. JPB Landscapes Ltd had agreed to move the water pipe and include timber edging if required. Members agreed not to include timber edging and preferred not to use a third contractor for any tarmacadam work. It was unanimously agreed to proceed with the quotation submitted by JPB Landscapes Ltd for £3,286.75 + VAT.

b) Creation of turning circle: The Clerk had managed to obtain 2 quotations for the work. Quotations received from JPB Landscapes Ltd and N S Norton. The Chairman pointed out the slight differences regarding materials, area size and excavation depths. It was also discussed whether this area required gravel grids or tarmacadam. For this particular area tarmacadam was the preference. Members agreed not to include timber edging and preferred not to use a third contractor for the tarmacadam work. It was unanimously agreed to proceed with the quotation submitted by JPB Landscapes Ltd for £3,461.00 + VAT.

The members expressed their thanks to N S Norton for showing an interest in the work required and the Clerk would write accordingly.

Clerk to clarify a start date, with JPB Landscapes Ltd, preferably early spring.

Prior to commencement of works the following would need to be arranged:

Alternative storage unit and suitable location.

Relocation of the graves map currently installed on the side of the shed.

Relocation of the waste bin area.

5/02/21 BRIEF INFORMATION & EXCHANGE

Site meeting scheduled for Saturday 6th March 2021 at 10.00am. However if this was postponed owing to continuing government restrictions then Cllr Aries offered to complete an individual site meeting inspection and report to members at the meeting on 8th March.

6/02/21 DATE OF NEXT MEETING

Site meeting: Saturday 6th March 2021 at 10.00am.

Committee meeting: Monday 8th March 2021 to be held either virtually or at the Committee Room, Bures Community Centre, Nayland Road at 7.30pm.

Future dates agreed: 7th June, 6th September.

The meeting closed at 8.30pm

Signed:

Authority Chair:

Date: