



UTTOXETER TOWN COUNCIL

RECOMMENDATIONS OF THE VIRTUAL WORKING COMMITTEE ARISING FROM ITS MEETING HELD ON TUESDAY, 26 JANUARY 2021 AT 3.30PM

Vice-Chair – Councillor C Green

Councillors: P Hudson, Z Krupski, M A Trenergy, S McGarry

Prior to commencement of the meeting, the Chair welcomed Members to the Virtual Working Committee Meeting being held as in accordance with NALC L01-20 Regulation 5(2) of The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 (which came into force on 4 April 2020 and apply to meetings taking place before 7 May 2021).

It was noted that the meeting was available via <https://zoom.us/join> and that the Zoom Meeting ID was 917 9928 6867. Councillor Green reported that the meeting was open to the public and the press unless the Council otherwise directs as in accordance with Public Bodies (Admission to Meetings) Act 1960. She reported that Members and Residents without computer access could participate within the meeting by telephoning 0131 460 1196 and by entering the Meeting ID.

1. CHAIR'S WELCOME

The Chair to provide a brief on the Filming of Meetings as in accordance with "The Openness of Local Government Bodies Regulations 2014" and the use of mobile phones during the meeting.

2. APOLOGIES FOR ABSENCE

(a) Approved apologies for absence were received from Councillors P Lancaster and K Hudson.

RECOMMENDED that the same be noted and approved.

(b) It was noted that all other Committee Members were in attendance at the meeting.

3. PUBLIC PARTICIPATION

In accordance with Standing Order 3(e-g), the meeting be adjourned for up to 15 minutes to allow for public participation where members of the public may make representations, answer questions and give evidence at a meeting which they were entitled to attend in respect of the business on the Agenda.

The period of time designated for public participation at a meeting as in accordance with standing order 3(e) shall not exceed (3) minutes unless directed by the Chair of the meeting. It was noted that members of the public may not take part in the Council meeting itself.

None.

4. DECLARATIONS OF INTEREST

Declaration of any disclosable pecuniary interest in a matter to be discussed at the meeting, and which was not included in the register of interests. Members were reminded that they were required to leave the room during the discussion and voting on matters in which they had a disclosable pecuniary interest, whether or not the interest was entered in the register of members' interests maintained by the Monitoring Officer.

None.

Signed: Date:

5. **COMMITTEE IN PRIVATE – PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**
Pursuant to Section 1(2) of the above Act it was requested that the public and press were not present due to the confidential nature of the business to be transacted and were asked to withdraw.

RECOMMENDED that the same be noted and approved.

6. **CEMETERY**

(a) **FLOODING**

The Clerk reported that the Office Manager continued to liaise with Tricas with respect to flooding located within the Cemetery entrance. Councillor McGarry reported that she too was in contact with Tricas on a regular basis.

RECOMMENDED that the same be noted.

(b) **EXTENSION TO THE CEMETERY**

As Recommended by Committee at its meeting held on 22 December 2020 that the Clerk:

- (i) *Be tasked with obtaining a survey and valuation for the proposed approximate 2.24 (to be confirmed) acres of land, adjacent to the Cemetery for a potential extension to the Town Cemetery, funded by the Cemetery Repairs and Maintenance budget allocation.*
- (ii) *Meeting with Council's Contractor to seek advice on the topography of the land for the proposed extension and its use for future formal burials and woodland burials.*
- (iii) *Liaise with ESBC's Planning Department with respect to the extension to the Cemetery and planning requirements.*
- (iv) *Liaise with Council's Internal Auditor with respect to the potential extension for the Cemetery and seek advice from the Diocese Office.*
- (v) *Include this matter for further consideration by Committee at its next meeting.*

The Clerk provided Committee with an update on the extension to the Cemetery with respect to:

(a) **Survey and Valuation**

The Clerk reported that contact had been made with a number of Valuers (Bagshaws, John German, James Wilks and Fidler Taylor) and she provided Committee with an update and receipt of costs received to date with respect to the provision of obtaining a survey and valuation for the proposed land. Following due debate, it was

RECOMMENDED that quotation received from Fidler Taylor in the sum of £500 for the provision of a survey and detailed valuation be accepted and approved, funded by the Cemetery Contingency budget allocation.

(b) **Meeting with Idverde (Council's current Grave Digging Contractor).**

The Clerk reported that she and the Office Manager would be meeting with Council's Contractor shortly to view the proposed extension to the Cemetery to seek their advice.

RECOMMENDED that the Clerk include this matter for further consideration by Committee at its next meeting.

(c) **ESBC Planning update**

The Clerk reported that she had made contact with ESBC's Planning Department and had provided a draft plan of the proposed extension to the Cemetery and that, at this time, an update was awaited. Committee viewed the draft plan of the proposed extension to the Cemetery.

RECOMMENDED that the Clerk include this matter for further consideration by Committee at its next meeting.

(d) **Advice on the Extension to the Cemetery/Consecration**

Advice from Council's Internal Auditor dated 4 January 2021 – "Here is the advice I have re the graveyard - "A local authority graveyard is not under the faculty jurisdiction except in certain circumstances – e.g., it is consecrated. So, a faculty is not required to extend the area. But if the new area is to be consecrated then there is a procedure for doing this which starts with an inspection by the archdeacon after the land has been purchased and prepared e.g., Fenced off."

Signed: Date:

"It becomes consecrated when the Bishop signs the sentence of consecration. At that point the consecrated land comes under the faculty jurisdiction. However, in practice I think that not many people know that this is the case and faculties are not often issued regarding non church graveyards."

Committee was informed that the Archdeacon would need to inspect the land due to the requirement for the land to be consecrated. Council's Internal Auditor had suggested that the proposed extension to the Cemetery form part of the Faculty for the water-pipes, etc.

RECOMMENDED that the Mayor and the Clerk be authorised to complete and submit the necessary Faculty documentation accordingly, funded by the Cemetery Repairs and Maintenance budget allocation.

(c) CENTREPIECE FOR THE GARDEN OF REMEMBRANCE

As Recommended by Committee at its meeting held on 22 December 2020 that the Clerk liaise with Ms Salisbury to request the Apprentices produce:

- (i) The tree design for the centrepiece of the Garden of Remembrance, similar to the design as included within the photo within the presentation.*
- (ii) The windbreaks designs depicting the Town's Heritage (Racecourse, JCB through the years, Dr Samuel Johnson, Buildings of interest within the Town, the cattle market, market town, Biodiversity, Uttoxeter in Bloom, NHS/rainbow, birds, flora and fauna, etc).*
- (iii) Detailed spreadsheet highlighting costings for consideration by Committee at its next meeting.*
- (iv) Designs and costings be forwarded for consideration by Committee at its meeting scheduled to take place on 26 January 2021.*
- (v) The approved designs be installed by the end of April 2021.*

The Clerk reported receipt of an email from JCB's Manufacturing Engineering Degree Apprentice dated 22 January 2021 seeking answers to the following from Committee:

- What is the main message that you want to portray? what kind of space are we trying to create?*
- How do you want people to feel in the space?*
- Estimated budget for the project*
- Dimensions of the area including the space we have available to utilise*
- Desired dimensions of the statue (Overall width, length and height)*
- Key things to include in the design e.g., any specific features or wording?*

From this we will then be able to create a more detailed and specific proposal for you.

Committee instruction was sought. Following due debate, it was

RECOMMENDED that:

- (i) Councillors Green, McGarry and Trenerly and the Clerk be tasked forthwith with meeting with JCB to:
 - (a) Provide additional suggestions/designs for the Garden of Remembrance including local links.*
 - (b) To reiterate the brief for the Garden of Remembrance and the spaces available**
- (ii) This matter and draft designs be included for consideration by Committee at its next meeting.*

The meeting closed at 4.00 pm.