



BOROUGHBRIDGE TOWN COUNCIL

1 HALL SQUARE, BOROUGHBRIDGE, NORTH YORKSHIRE, YO51 9AN

www.boroughbridge.org.uk

info@boroughbridge.org.uk

Tel: 01423 322956

MINUTES OF THE CEMETERIES COMMITTEE MEETING HELD ON TUESDAY 17th MARCH AT THE COUNCIL OFFICES AT 6.30 p.m.

Present: Cllr J McNeil (Chair), Cllr S Hynes, Cllr Pauline Phillips, Cllr R Young

Clerk Present: P Howell

Meeting opened at: 18:30.

16. Apologies: none – all present

17. Declarations of Interest in items on the agenda – None

18. Minutes of last meeting.

These were circulated and it was proposed Cllr. Hynes and seconded Cllr McNeill that these be adopted as a true record.

19. Resurfacing of path – Aldborough Cemetery

Cllr McNeill reported that preparatory works will be starting the following day and the final surface would be laid on Monday. A soakaway would be made at the end of the pathway, subject to burial clerk checking there were no graves there to be disturbed. Cllr McNeill was thanked for his work in organising this project.

20. Grave Digging Contract Renewal

This has been advertised and we are awaiting tenders. The closing date being 31st March 2026.

21. Bin Storage, Boroughbridge Cemetery

A new wooden bin store had been purchased and erected, but had been blown over and smashed by the strong winds. It was agreed that as the ground was on a slope, it should be levelled and a concrete base made before a new bin store was sought. Quotes to be obtained for this work.

22. Review of Council Policies

The following Policies were reviewed:

Standing Orders – no changes to note

Cemetery Committee's Terms of Reference – no changes to note

Declarations of Interest Policy – no changes to note

Code of Conduct – the Council's own Code of Conduct to be inserted

Media and Social Media Policy - no changes to note

Internet and Data Protection Policy – no changes to note

Cemeteries Risk Assessments – Alborough cemetery – sign to be erected advising of uneven surface while the path is being resurfaced

23. Children's Area – Boroughbridge Cemetery

A new bench had been purchased for the children's area but on delivery it was found not to be suitable as the quality was poor. It was therefore decided to seek an alternative. Quotes to be obtained. Cllr Phillips suggested the planting of a wild rose hedge along the top of the cemetery to enhance this area and give it some colour. Quotes to be obtained.

24. Review of Cemetery Fees

The revised fees for Harrogate had not yet been published. It was suggested that we obtain the North Yorkshire Council fees for 2026-27 to see how our fees compared to theirs. Burial Clerk to obtain copies when they are available.

25. Date of Next Meeting

To be arranged.

The meeting closed at 7.20pm

Following the Openness of Local Government Bodies Regulations 2014, the right to record, film and to broadcast meetings of the Council, Committees and Sub Committees is established, but anyone wishing to do so should advise the Clerk or Chair of the Council to ensure compliance with BTC's adopted policy.

Signed _____

Date _____

Chairman of Cemeteries Committee