



Minutes of the Cemetery Committee
held on a remote basis in accordance with the provisions of
The Local Authorities (Coronavirus) (Meetings) (Wales) Regulations 2020.
at 6.30pm on Thursday 8th October

Present: Committee Members – Cllrs H Morgan, M Powell, S Evans, J Collins, S McMenamin, J Roberts

Clerk: Mrs A Thomas

The Mayor opened the meeting.

1. **Apologies for absence**

None.

2. **Declarations of Interest**

Cllr J Roberts	Personal, Trustee Glynneath Silver Valley Brass Band
Cllr S Evans	Personal, Treasurer of Glynneath RFC
Cllr H Morgan	Personal, Secretary Friends of Glynneath Library

3. **To consider item signage at the cemetery - to include consideration of correspondence received in relation to the signage at the cemetery dated 3rd March 2020**

Members referred to the signage which is currently in place at the cemetery which outlined abusive and threatening behaviour will not be tolerated towards staff or councillors. Cllr Evans referred to the ACAS guidance which outlines that the Town Council have a duty of care to employees of the Town Council.

Some Members were not aware of the reason that the signage was originally placed at the cemetery, but it was acknowledged that the sign is a generic sign which is also placed at the Welfare Park.

Not all Members were in agreement that such a sign should be in place at the cemetery and suggested that it should be removed in its entirety.

The majority of members were in general agreement that the sign should remain however, it should be relocated to a less prominent place within the cemetery. Members suggested that it could be placed by the entrance gates.

The moving of the sign could be carried out at no cost to the Council.

Some Members wished to find out the reason for the sign being placed at the site and the original expenditure incurred for placing the sign at the site.

Resolved to recommend: **To respond to the correspondence received outlining the reasons above for the signage and advising that it will be moved to another location within the cemetery**

4. To consider item gravestones:
a) Responsibility for maintenance
b) Specification of sizes, plot size etc

Members considered these items together. Members acknowledged that the cemetery was in need of a review in terms of its regulations. A local resident with expert knowledge in this area had offered to assist the Town Council with this item. Cllr H Morgan agreed to meet with the resident to discuss this item further and report back to members.

Members were informed that an offer of training had been given to the members with regards to the requirements for the cemetery. Cllr H Morgan to seek dates on this and report back to members.

Members agreed that it would be a good idea to ask for NPTCBC's cemetery regulations as a starting point.

Members to be kept updated on this item.

5. To consider item ongoing maintenance of memorial benches

Members acknowledged that currently there were no guidelines in place for the maintenance of memorial benches.

Members agreed that where memorial benches are in need of repair, the family should be contacted to advise that the bench is in need of repair. If they cannot be contacted or it is unknown who the bench belongs too, the bench will need to be removed.

It was agreed that Cllr Evans would go up and speak with the groundsmen about this item.

6. To consider item maintenance boundary fence

Members were advised that parts of the fence were in total disrepair. Members acknowledged that this could be costly to the Town Council and queried if there would be grant funding to assist with the fencing at the site. The Clerk agreed to look into this item.

Cllr Evans advised that he would speak with the groundsmen about what repair work/improvements could be undertaken by them.

7. To consider item review of Cemetery Fees

The Clerk advised that the cemetery fees had last been reviewed prior to April 2019. It was suggested that until the cemetery had been improved, the Council should only inflate the fees in relation to the cost of living rise that takes place annually.

It was suggested and agreed that the Committee would review the fees in the new calendar year in readiness for the next financial year.

8. Clerk's Report

The Clerk provided an update on the works to the cemetery which was due to start imminently. The Clerk advised members she would keep them updated on progress.

Members briefly raised the potential to contribute to the Town Council's duty under s.6 Environment (Wales) Act through consideration of items at the cemetery to encourage bio-diversity.

The meeting concluded at 7.15pm