

## **MOLD TOWN COUNCIL**

Minutes of the Meeting of Cemetery Committee held in the Council Chamber, Town Hall, Mold (also by VC) on 6<sup>th</sup> March 2024 in the Town Hall and via Zoom.

**PRESENT:** Councillors Paul Beacher (Chairman), Haydn Jones, Chris Bithell, Pete Dando and Joanne Edwards.

**VIA ZOOM:** Councillor Teresa Carberry

Officers: Jo Lane, Town Clerk and Finance Officer and Arfon Williams-Cooke, Cemetery Superintendent.

### **27. APOLOGIES**

Apologies received from Councillor Sarah Taylor

### **28. DECLARATIONS OF INTEREST**

None

### **29. MINUTES**

It was **resolved** that the minutes from the previous meeting held on 6<sup>th</sup> December 2023 were approved.

### **30. REPORT FROM THE CEMETERY SUPERINTENDENT**

The Cemetery Superintendent reported that since the previous Cemetery Committee Meeting a total of 13 burials had taken place. 6 new graves, 4 re-opened graves, 2 new cremations and 1 re-opened cremation.

Since 2013, 137 burials have taken place. It is estimated that the new area of the cemetery can hold an additional 180 burials. There is plenty of space available for new cremations.

The new area to further develop the cemetery will require further testing and a plan to ensure it is ready for when needed. The level of this land will need to be raised to support burials for up to 2 people. The area will need to be contained before raising the ground level and. Advice will be needed to proceed.

**ACTION:** Town Clerk to contact Flintshire County Council for advice.

Grass cutting has started 3 weeks earlier to prepare for Mother's Day. All machinery has been serviced/ repaired prior to the new financial year. The paths in the Cemetery need to be surveyed for trip hazards and repairs to

take place where needed. Recommend that all pathways will also need jet washing soon.

The Cemetery Superintendent confirmed his last working day with Mold Town Council will be Friday 19<sup>th</sup> April and stated it has been a pleasure overseeing the Mold Cemetery for the last 31 years and the role has been a life changing experience. He thanked the Cemetery Committee for all their support.

The Cemetery Committee thanked the Cemetery Superintendent for his dedication, commitment and the comfort he has provided to families. Mold Cemetery is of great pride to Mold Town Council and that is due to the diligent work provided by The Cemetery Superintendent and the Cemetery Assistant.

### **31. TREE CARVING**

The estimates for Tree Carving were noted and considered by the Cemetery Committee.

It was **resolved** to add this item onto the next Full Town Council agenda to request to use some of the Cittaslow Funds be used for the tree carving. Approximate cost £250 - £450 depending on carving chosen. If agreed by Town Council full quotes will be obtained.

### **32. TREES OVERHANGING ONTO HOUSE OF ROOF**

The Town Clerk advised a meeting has taken place with Flintshire County Council and it was confirmed that the trees in question are not protected or in the conservation area. It was advised however, to develop and adopt a Tree Policy for the future.

Flintshire County Councils Woodlands Policy was **noted**.

It was **resolved** to continue with the reduction of the height of the trees using the contractor Woodworks as agreed in the last meeting.

**ACTION:** Town Clerk to draft a Tree Policy for the Cemetery.

**ACTION:** Cemetery Superintendent to contact Woodworks and arrange for the work to be carried out.

### **33. TO RECEIVE AN UPDATE FROM THE TOWN CLERK**

The Town Clerk has spoken with The Bereavement Services Manager of Flintshire County Council who has confirmed that the new Workplace Recycling Policy does not affect Cemeteries.

The Water Leak in the Cemetery has been resolved through the insurance company and has been confirmed as completed by Welsh Water.

**34. EXCLUSION OF PRESS AND PUBLIC**

It was **resolved** to exclude the press and public. The Cemetery Superintendent also left the meeting.

**35. CEMETERY STAFFING**

The Job Description, Person Specification and Job Advert for the Cemetery Superintendent were agreed with some minor adjustments.

*18.50pm Cllr Joanne Edwards joined the meeting via Zoom.*

A discussion took place as to the best places to advertise the role – it was **resolved** to advertise on Mold Town Councils Website, social media and via free services such as Indeed.

It was **resolved** that Councillor Paul Beacher and Councillor Teresa Carberry along with the Town Clerk and two representatives from the Personnel Committee will sit on the interview panel for the Cemetery Superintendent role. The interviews will be scheduled for the 2<sup>nd</sup> April 2024.

It is likely that the current Cemetery Superintendent will leave the role before the new Cemetery Superintendent starts. It was **resolved** to pay the outgoing Cemetery Superintendent to complete a handover with the new Cemetery Superintendent when they start in the role to ensure the service continues running smoothly.

**Meeting ended at 19.14pm**

**SUMMARY OF DECLARATIONS MADE BY MEMBERS  
IN ACCORDANCE WITH MOLD TOWN COUNCIL'S  
CODE OF CONDUCT**

<b>CEMETERY COMMITTEE</b>	<b>DATE: 06/03/2024</b>
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<b>MEMBER</b>	<b>ITEM</b>	<b>MINUTE NO. REFERS</b>

WORD/MINUTES/CEMETERY/CEMETERY

Chairman's signature: ..... Date: .....