

**Minutes of Health and Safety Committee Caldicot Town Council held at 10.30am on Thursday 4<sup>th</sup> July 2019 at Caldicot Cemetery**

**Present:** Cllrs D Evans, Chair; O Edwards; RJ Higginson; F Rowberry

[In attendance: S King, Deputy Clerk; B Hodges;]

**1. Apologies**

Apologies were received from Cllr M Mitchell.

**2. Declarations of Interest**

There were no declarations of interest.

**3. To meet at Dewstow Cemetery and inspect extension progress**

The committee inspected the extension and general appearance of Dewstow Cemetery, the following points were noted:

- Areas to be addressed: bedding plants, weeding, cemetery shelter
- Entrance area: grass seed or turf required
- Meeting to be arranged with Chair and groundsman
- Pathway to extension – to be continued and broken paving slabs require attention
- Attention required to boundary trees and hedges in extension area
- Overgrowth in far corner of cemetery extension
- Continuation of rows of existing graves
- Cremated Remains space at far end of cemetery (Oakley Way)
- Blessing of cemetery extension to be arranged
- Reference was made to boundary hedge with MHA garages, clarification was provided that hedge is maintained by Town Council contractor

**Health and Safety Committee recommended that:**

- **Meeting to be arranged Chair/Groundsman**
- **Entrance area to be turfed/seeded (advice required from groundsman)**
- **Pathway to extension to be continued and broken paving slabs replaced**
- **Hedges and overhanging trees in extension to be addressed**
- **Cremated remains to continue at far end (Oakley Way) in existing cemetery**
- **Blessing of cemetery extension to be arranged**

**4. To inspect Town Council building (front elevation)**

The Committee recognised that attention was required to the external front elevation of the Town Council building.

**Health and Safety Committee recommended that:**

- **Facia and guttering be inspected, with a view to replacing**
- **Damp course to be checked**
- **Front/side of Town Council building be inspected, with a view to re-pointing**

**5. Other – at Discretion of Chairperson**

There were no other matters discussed.

**The meeting ended at 11.10am**