



TATWORTH AND FORTON PARISH COUNCIL

Minutes of the Ordinary Meeting of Tatworth & Forton Parish Council Cemetery Committee held on 18th June 2026 at 7.00pm Brewer Room, Tatworth Memorial Hall

Present: Councillors C Doel, R Down, E Peadon, B Quinn, K Patay, R Wardell

Clerk N Tinley.

There were 2 Members of the Public and no press present.

PUBLIC PARTICIPATION

The members of public was invited to speak but declined.

25/26 Apologies for absence

Councillor M Rees - Unwell

26/26 Declarations of interest

Councillor E Peadon as he owns a plot
Councillor R Down is a St John's PCC member

27/26 To confirm the re co-option of "member of public" Jonathan Coates onto the Cemetery Committee

Proposed by Councillor K Patay, Seconded by Councillor R Down. All in favour.

RESOLVED: The Member of the Public, Jonathan Coates, has been re co-opted
onto the Cemetery Committee.

*Dr J Coates moved from the public area and joined the meeting
He also declared that he is a PCC member of St John's Church*

28/26 Election of the Chairman of the Cemetery Committee

Councillor K Patay nominated Councillor E Peadon, Seconded by J Coates.

There were no other nominations. All in favour. Councillor Peadon did not vote.

RESOLVED: Councillor E Peadon will continue as Chairman of the Cemetery
Committee. He accepted the role.

29/26 To approve and sign as a correct record Minutes of the Cemetery Committee Meeting held on 16th April 2026

Proposed by Councillor K Patay, Seconded by Councillor R Down. All in favour with one abstention (not at meeting).

RESOLVED: That the Minutes of the Parish Council Cemetery Meeting held on 16th April 2026 be signed as a correct record.

30/26 To approve Cemetery Terms of Reference and Risk assessment

Proposed by Councillor B Quinn, Seconded by Councillor E Peadon. All in favour.

RESOLVED: The Terms of Reference have been approved and recommended to the Full Council for approval.

Proposed by Councillor C Doel, Seconded by Councillor K Patay. All in favour.

RESOLVED: The Risk Assessment has been approved and recommended to the Full Council for approval.

It was suggested to the Clerk that for next year the Council compare other Council risk assessments. It was also questioned whether the Council has seen the Grave Diggers risk assessment and public liability insurance. We have not. The Clerk will request copies.

31/26 Finance Report – Clerk

The Clerk presented the figures for the period up to 16th June. They showed a strong financial start to the year with income of £4,717 which is 39% of budget in 2½ months. The precept of £5,000 and VAT refund has been received. Outgoing's were 1 Quarter of maintenance and ICCM Membership. The balance is £56,679.

The Clerk is expecting an invoice for the water analysis and application to the Environment Agency regarding the extension.

There were no questions from the Councillors.

32/26 2026 Memorial Safety Testing Schedule

A day had been planned but had to be cancelled due to strong wind and rain. It was agreed with Councillor E Peadon to commence on Monday 22nd June.

33/26 An update on the Cemetery extension planning application - Clerk

There has been a response from the Environment Agency which has led to additional questions. These are being dealt with by Ross Cameron.

34/26 Projects for 2026-2027

a. *Garden of Remembrance yew hedge, Consider quotations to supply 300 Yew Trees*

The Clerk has approached 4 companies for quotes with 3 quotations received.

Proposed by Councillor E Peadon, Seconded by J Coates. All in favour.

RESOLVED: The Council will proceed with the purchase of 300 yew tree plants in 2L pots, 30-40cm height, from Thorpe Trees Limited for £4.50 each, including carriage a total of £1,480, this being the cheapest option. The Council has previously purchased trees for Jubilee Field from this company.

The Clerk will obtain a quotation for planting.

b. *Powder coat railings, Update on time scales*

The go-ahead has been given to the contractor and the work should be done by the end of August. The Clerk is to check if it has been scheduled.

c. *Reinstating grass bank under new car park railings with daffodil bulbs*

The Clerk has spoken to a local landscaper enquiring whether he has top soil that he needs to dispose of. Hopefully some will be available in the next few months. The Clerk will obtain quotes for turf and bulbs.

d. *Repainting of gateway and entrance*

The item will be reviewed later in the year when finances allow.

35/26 Maintenance issues.

a. *Repair Cemetery shed, consider quotation*

Eric Peadon has given a quote for a maximum of £100 to repair the rotten boards on the shed.

Proposed by Councillor C Doel, Seconded by Councillor K Patay. All in favour. Eric Peadon did not vote.

RESOLVED: Eric has been given the go-ahead to make repairs at a cost of £100 maximum.

b. *To approve replacement of water butt to collect water from shed roof, budget £100 for a 230L butt*

Proposed by Councillor R Wardell, Seconded by J Coates. All in favour.

RESOLVED: The Clerk will proceed with the purchase. Chairman Eric Peadon agreed to fit.

c. *Rabbits in the Cemetery*

The matter was discussed and the Committee decided to monitor the situation to try and determine where they are getting through the fence.

d. *Replacing tap*

Councillor C Doel will forward a link to the Clerk to purchase the tap and he will replace.

36/26 Progress report from Clerk regarding upgrading Cemetery rules

The Clerk has not got any further since the last meeting as he has been concentrating on preparing for 2026 memorial testing.

37/26 Matters which the Councillors wish to report.

None.

Date of Next Meeting – 20th August 2026

Meeting closed 7:32pm