

**Uffculme Parish Council**  
**Minutes of meeting held**  
**Monday 4<sup>th</sup> September 2023 at Magelake**

**Chairman:** P Blackman

**Present:** T Edwards R Keeling P Cornish  
R Kingdom A Willis

**23.06.01 Apologies for absence**

P Hallchurch (Prior Arrangement)  
T Pointing (Annual Leave)

**23.06.02 To approve of the Minutes of Meeting held on 3<sup>rd</sup> July 2023**

The minutes were agreed as an official council record.

**Public Session**

There were 4 members of the public in attendance.

Presentation given by Catherine Bass, from BHPN to encourage the Council to contribute to and join the network. Suggested donation being 20-25p/electorate. Other Parishes contribute as little as £50/annum. There is soon to be an infrared camera available for loan to members, to detect heat loss for parishioners (as a benefit of being part of the Network). There is an AGM held in November – with voting only available for members. Out of 39 parishes within the Blackdown Hills, there are 22 which are members currently.

**23.06.03 County Councillor's Report**

Councillor Radford provided his apologies and provided a written report (appended). Question to be referred to Councillor Radford to request what repairs are due to be made to areas of road within the Parish and when. Clerk to raise.

**23.06.04 District Councillor's Reports**

No written report was provided.

Councillors Conner, Glover, Poynton and Bradshaw all provided apologies ahead of the meeting.

Councillor Clist attended the meeting and provided updates in regards 3 Rivers (recommendation for soft closure of Company - £23m in debt) the purchase of 3 electric vehicles with autumn for MDDC and advising that during September and October that parliament is to be presented to regarding levelling up. Question also answered in regards to outsourced services – these include Building Control, auditing, planning advisory services and trainers (external).

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**23.06.05 Parish Council Vacancies**

The Clerk advised that there are 9 Councillors currently leaving 4 spaces available for new Councillors. Councillors encouraged to continue to recruit for the spaces. Precis received from Simon Lane (appended). Proposed by Councillor Edwards, Seconded by Councillor Blackman, all in agreement. Debbie Paterson attended the meeting, advising that they were interested in the role of Councillor. They have been a resident of Ashill since January and have lived locally for 30 years. Their main interests are surrounding homelessness, housing and community. Proposed by Councillor Keeling, Seconded by Councillor Blackman, all in agreement. Clerk to arrange for paperwork to be sent.

**23.06.06 Finance**

**23.06.06.01 To approve July Financial Statement**

The July financial statement was approved as official council minutes.

**23.06.06.02 To approve August Financial Statement**

The August financial statement was approved as official council minutes.

**23.06.06.03 Magelake – MUGA Repairs Pot**

A request was received from Martin at Magelake to be able to access the pot allocated towards MUGA Repairs, under the control of the Clerk. The value of this is £6400, to include repairs to lighting surfacing and fencing. Proposed by Councillor Cornish, Seconded by Councillor Blackman, all in agreement.

**23.06.06.04 Magelake - CCTV**

A request was received from Martin at Magelake for the installation of CCTV (appended). Option 2 chosen – Proposed by Councillor Kingdom, Seconded by Councillor Edwards, all in agreement.

**23.06.06.08 Square Planters – Arbour and Planters**

A request was received by the Uffculme Green Team and Gardeners' Association for funding towards improvements to the area around The Shambles (appended). Phase 1 and 2 supported. Proposed by Councillor Keeling, Seconded by Councillor Kingdom, all in agreement.

**23.06.06.08 Tree Removal Quotation – Denners Way**

Quotation received for the removal of dangerous tree in Denners Way (appended). Councillors preference for logs to be removed than left on site. Proposed by councillor Blackman, Seconded by Councillor Willis, all in agreement.

**23.06.07 Business Arising**

**23.06.07.01 Hillhead/Broadpath**

Councillor Edwards issued a report (appended). Also advised that there were no updates and that the next meeting is still delayed in anticipation of a newly appointed MDDC Councillor (to replace Councillor Evans, post elections). Clerk to follow up with Member Services to encourage the replacement to contact Aggregates directly to initiate discussions.

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**23.06.07.02 ABN Feed Mill**

Councillor Pointing issued a report (appended). Councillor Cornish advised that it had been heard that the site was to be used for organic feed only going forward, which would positively impact the number of HGV movements within the village.

**23.06.07.03 Uffculme Men's Club**

A letter of thanks was received by the Men's Club for the funding of the replacement windows. They are currently chasing an update regarding the painting of the exterior wall. A water bill was received to the value of £517, which was unexpected and there is a fundraising quiz due to take place in the near future.

**23.06.07.04 Uffculme Bowling Club**

Councillor Keeling advised that a new committee will be in place from 04/11. The date of the next meeting is 29/09.

**23.06.07.05 Green Team**

Councillor Pointing issued a report (appended).

**23.06.07.06 Allotments**

No further updates.

**23.06.07.07 Parish Maintenance Update**

Clerk to raise with Dan Wood as to whether there is a road repair schedule in place.

R&R to go ahead, with the assistance of Jo Dadds and the village volunteers, the weed clearance.

The protection ongoing of the Shambles was raised. Instruct the help of Conservation Officer/Specialist to report on whether the structure is at risk of damage due to tree. Clerk to consult Claire Sutton at MDDC and Tim Jarret within planning. Majority in favour (4+/2-).

Litter picking raised – advert to be raised to take on a replacement for Phil. Jess Lucas to have first refusal. 6 hours per week, split 2 hours each Monday, Wednesday and Friday at 11.30/hour. Proposed by Councillor Wilis, Seconded by Councillor Keeling, all in agreement.

**23.06.07.08 Traffic and Speeding Issues/Community Speed Watch**

Councillor Pointing issued a report (appended).

**23.06.07.09 Schools update**

No updates to report due to it being the holidays. New Head Teacher now at Uffculme Secondary School.

**23.06.07.10 Uffculme Village Hall**

Clerk advised that a quotation had been received for the replacement dishwasher (appended). Discussed by way of information, as agreement already in place from previous meeting to spend the budget allocated as they so wish. They are still awaiting projector requirements. Community lunches are going well – always fully booked. There is a harvest supper due to take place also.

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**23.06.07.11 Magelake Committee / Repairs**

Clerk advised that there is no insurance for the building (since being allowed to lapse in 2018), as highlighted during informal meeting with Martin on 27/09. Council Insurance Company able to cover at additional cost. It was also noted that the home of a previous Clerk was also covered under the insurance. Policy to be updated to reflect addition of Magelake and removal of Kitwell Street address. Proposed by Councillor Cornish, Seconded by Councillor Blackman, all in agreement.

**23.06.07.12 Youth Working Group**

It was advised that great responses had been had to the survey. Extra push need with the new Head Teacher at the secondary school. Youth Club or not is the main focus – working closely with external members with experience in Youth working. Face to face still due to take place. Councillor Pointing also submitted a report (appended).

**23.06.07.13 Community Crisis (previously Ukrainian Crisis)**

No further updates.

**23.06.07.14 Markers Pond**

A request was received from the volunteers for a Life Bouy at the pond, to provide additional precaution when working around the edge of the pond. Proposed by Councillor Willis, Seconded by Councillor Kingdom, all in agreement.

**23.06.07.15 Play Areas**

The Clerk advised that there was graffiti to be tackled on the play equipment – general maintenance needed to rectify this. Request received to add a bench to the BMX track area of the playpark. Clerk advised that a bench needed to be removed from the play area to allow for the hurricane swing so this is now to be relocated to the BMX track – all in agreement.

**23.06.08 Police Report**

There was no updated report available. FOI request submitted.

**23.06.09 Clerk's Report**

**23.06.09.01 Cemetery Terms - 2023**

Clerk prepared updated terms to be more specific in regards to memorial types which are appropriate at the cemetery. All in agreement. Fees to remain the same as 2022 – with revision due in April 2024. Proposed by Councillor Keeling, Seconded by Councillor Edwards, all in agreement.

**23.06.09.01 Willand Parish Council Neighbourhood Plan**

Feedback from Councillors was that this was a professional report. Carry over to October any requirements from the Council.

The next meeting of the Council will be held on Monday 2<sup>nd</sup> October 2023, subject to confirmation by the Clerk.

PH/26



Gemma Cole <clerk@uffculmeparishcouncil.gov.uk>

## Sept Report

1 message \

**Councillor Ray Radford** <ray.radford@devon.gov.uk>  
To: Verity Aldridge <clerk@uffculmeparishcouncil.gov.uk>

Mon, Sep 4, 2023 at 5:41 PM

Dear Gemma

Hope this is not too late for you to circulate. I have another meeting tonight, so may not make your meeting, so give my apologies.

The month of August is always very quiet, not much happening at all,

Neither I have I got anything to report for Uffculme, although there must be, if you have anything, please let me know.

I am still waiting for an update on the 20mph proposal from Chris Rook, I will have to chase him up, he said he is waiting for a report from the engineers.

Just a little about other things that are hitting the headlines at County.

The year since last June has seen all of us gain a better understanding our financial position, stabilising some area of the business which frankly were out of control, when they could/should have been in our control. Surges in service demand, not least in Adult and Children's services make the task more difficult to predict and model financially, but the 'new' corporate Leadership team are clearly all 'rowing' in the same direction, despite events like the cost of living and Ukraine war impacting us, but with no influence over those events.

Last summer Angie Sinclair, Financial Director, warned councillors that Devon faced a £30.5 million overspend with a potential further £10 million on top because of soaring inflation. She called for urgent action to be taken across the authority to curb costs.

Council leaders set up a group of senior officers from every department to go through the budget line by line and identify savings.

An overspend in 2022/23 has been avoided through an organisational-wide response that resulted in a rigorous in-year savings programme.

We currently provide financial support to organisations helping people who are homeless or at risk of becoming homeless even though we do not have a statutory responsibility to do so.

The proposal to cut the discretionary spending was originally made to help us balance our books in response to soaring demand for our statutory services.

Our contracts with providers will now be extended until the end of March 2024.

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In the meantime we will continue to talk to Devon's eight District and City Councils, working together to agree a way forward that ensures ongoing homelessness support across the county.

Councillor Hart made the announcement having listened to members of the public speak passionately of the impact that the proposed cuts could have on them and others at a special scrutiny committee meeting.

Donna Manson, who is meeting regularly with District Councils' housing services to discuss a way forward.

**Our Trading Standards service is reminding businesses, such as takeaways, sandwich bars, care homes and retailers who supply certain single-use plastic items, that a ban comes into force this October, and that they should start thinking now about alternatives and where to source them from.**

The ban includes all single-use plastic cutlery, trays, plates, bowls, and balloon sticks, as well as banning the use of certain types of polystyrene cups and food containers used to supply food that is ready to consume.

Regards,

Ray

Ray Radford

Devon County Councillor

Willand & Uffculme Division

Email: [ray.radford@devon.gov.uk](mailto:ray.radford@devon.gov.uk)

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Gemma Cole <clerk@uffculmeparishcouncil.gov.uk>

## Whitmoor House | Ashill

1 message

Simon Lane <simon.lane@helpperformance.com>  
To: Gemma Cole <clerk@uffculmeparishcouncil.gov.uk>

Tue, Jul 18, 2023 at 4:02 PM

Gemma

Thank you – and again my apologies for not being able to attend last night but due to the move on Friday we still had lots of things to sort when I got back in on Monday night. My apologies to all.

I would very much like to offer my services to the Parish Council if they feel I would be of any merit and use to them. Pat has already said that she would be happy to support my application but will still need another I know – so perhaps the following may help with that (but I will also gladly be at the next meeting on the 4<sup>th</sup> September or would be glad to meet anyone who would like to meet up prior to that meeting at their convenience)

### Simon Lane | Introduction

My name is Simon Lane (49) and have lived my whole life in Devon. I spent my formative years in Exeter and attended Palace Gate School, St Nicholas School and then Exeter School.

I have a wife Annemarie (47) and two daughters Iily (14) and Daisy (12) who attend Blundells School in Tiverton. We have always lived in the area as my wife was living in the flat at Bradfield House when we met, we then moved up the road to Stenhill before moving to Bodmiscombe - and finally to Ashill this week.

We absolutely love the area and as my wife and Daisy are keen horse riders we enjoy the outdoors - the walks, the views and all of this beautiful area we are lucky enough to live in.

When I left school I worked for the NHS in the administrative side both in Exeter (Cecil Boyle House in Southernhay) and in Dartington (The Lescaze Offices).

After gaining three promotions I set up my own company over 25 years ago – HEL Performance (Hose-Equip Limited) which sells products in the UK and also around the world to over 80 countries. These are metal parts concerned with the braking system including brake hoses and brake calipers – all proudly made right here in Devon. We also supply many teams within the British Super Bike Championship, World Superbike Championship and Moto GP as well as supplying products to those riding at the Isle Of Man TT and in British Touring Cars.

If anyone wishes to visit us in Exeter you would be most welcome to see what we get up to.

We are, as our website ([www.helpperformance.com](http://www.helpperformance.com)) and Facebook ([www.facebook.com/helpperformance](http://www.facebook.com/helpperformance)) pages will attest, a very ethical and decent company and of late we have installed solar panels on two buildings at work to reduce our carbon footprint, reuse and recycle all that we can including the wooden reels our hose comes on which we give to local schools (who use them to make outdoor seating for learning or library seating) as well as local animal sanctuaries who use them to make the animals habitat more interesting and offer things to climb, burrow into etc.

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We also recycle as much as we can. All of our products are made from stainless steel or aluminium and all waste swarf is sold to be recycled into more bars or blocks. We reuse the oil in the machines and have invested in a cardboard shredding machine to reuse boxes we are sent into packaging materials. We have replaced our plastic packets we sell the kits in with card which can be reused or recycled and replaced all lights with LED throughout and use sensors to turn them on and off – we are very proud of the steps we have taken in house to reduce our carbon footprint and have also replaced five company vehicles with EVs.

The business has enjoyed double digit growth year on year, has an excellent standing with HMRC and have an independent accountants (Bush and Co in Exeter) so I / the company are in excellent shape for the future. We continue to invest in new machinery and employees as we grow. Currently we have over 30 members of staff in Exeter who are all amazing.

The company is a proud member of 'Made In Devon' and the 'Buy With Confidence' scheme run by Devon Trading Standards. We are ISO approved for quality.

I am also fortunate enough to have been a South West Export Champion since its inception – normally you run for two years but I have been asked twice to continue on which I passionately agree to – exporting the UKs goods is a particular love of mine as it creates employment and grows communities and it is my pleasure to work with the DfT on expanding sales abroad for SW Businesses.

As a company we operate on an international level but remain very loyal to our local communities. We have work experience students with us every year, support local schools and animal sanctuaries, support local youth sports teams with sponsorship and this year will be the main shirt sponsor for Exeter City ([www.exetercityfc.co.uk](http://www.exetercityfc.co.uk))

I believe that with 25 years experience of running an international company here in Devon, dealing with all of the people that I have met over those years, creating employment and growth every year and continuing to invest in people and planet I might be a useful member of the Parish Council should you see fit to support my application.

I am very affable and naturally love speaking with people, can resolve issues on all levels, am decent and hardworking and have all of the skills you would expect from someone who has run a business for so long. Advertising, promotion, recruitment, staff satisfaction, accounts, planning, resolving issues, cash flow and sales. I'm told my sense of humour is pretty good too and always on hand to diffuse situations.

I love Devon and all that it offers and indeed the Uffculme area offers one of, I believe, the best examples of what Devon life is all about – we are very lucky indeed.

Thank you all for reading this – apologies if I went on a little bit but hopefully you can see my passion for the area and all that we do. I would love to join the Parish Council and would do all that I could to help in any way, promote and encourage and hopefully be a valued member going forward.

We hope that the above meets with your approval but should you require any further assistance please do not hesitate to contact me.

Regards

PS/20





Nathan Tanner  
 Complete Connectrix Electrical Ltd  
 T/As - Taun-Tech

Exc VAT	£3,978.75
VAT (20.000%)	£795.75
Total	£4,774.50

**Option 2**

**NEW DAHUA IP CCTV INSTALLATION**

Thank you for the opportunity to provide you with an estimate for the works as stated below.

**AIM**

Installation of new Dahua IP cctv installation

**PROPOSED NEW ITEMS**

- CAM 1 1 x 3.6mm 5MP IR turret camera with AI technology + surface mount base
- CAM 2 1 x 3.6mm 5MP IR turret camera with AI technology + surface mount base
- CAM 3 1 x 3.6mm 5MP IR turret camera with AI technology + surface mount base
- CAM 4 1 x 2.8mm 5MP IR turret camera with AI technology + surface mount base
- CAM 5 1 x 2.8mm 5MP IR turret camera with AI technology + surface mount base
- CAM 6 1 x 3.6mm 5MP IR bullet camera with AI technology + surface mount base
- CAM 7 1 x 3.6mm 5MP IR bullet camera with AI technology + surface mount base
- CAM 8 1 x 2.8mm 5MP IR turret camera with AI technology + surface mount base
- CAM 9 1 x 3.6mm 5MP IR bullet camera with AI technology + surface mount base
- CAM 10 1 x 2.8mm 5MP IR turret camera with AI technology + surface mount base
- CAM 11 1 x 2.8mm 5MP mini IR turret camera + surface mount base - bar
- CAM 12 1 x 2.8mm 5MP mini IR turret camera + surface mount base - bar
- CAM 13 1 x 2.8mm 5MP mini IR turret camera + surface mount base - entrance lobby
- CAM 14 1 x 2.8mm 5MP mini IR turret camera + surface mount base - bar/ seating
- CAM 15 1 x 2.8mm 5MP mini IR turret camera + surface mount base - main hall
- CAM 16 1 x 2.8mm 5MP mini IR turret camera + surface mount base - outside toilets
- CAM 17 1 x 2.8mm 5MP mini IR turret camera + surface mount base - corridor 1
- CAM 18 1 x 2.8mm 5MP mini IR turret camera + surface mount base - corridor 2

**MISC ITEMS**

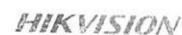
Complete Connectrix Electrical Ltd  
 Unit Z Creech Business Park  
 Creech St Michael  
 Taunton, Somerset  
 TA3 5PX

Complete Connectrix - 01823 765865  
 Taun-Tech - 01823 761191

enquiries@complete-connectrix.co.uk  
 enquiries@taun-tech.co.uk



APPROVED CONTRACTOR



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1 x 32 channel NVR + 2 x 6TB HDD  
2 x 28 inch cctv monitor  
2 x full motion wall mount bracket  
Complaint cctv signage throughout

#### NOTES

All new wiring to be CAT5e full copper and external grade where necessary  
HDD designed to achieve approx. 30 days storage  
All external cameras to have AI technology for fast search back of human/ vehicle activity  
NVR to be mounted on wall in bar  
Link to local network router for online access  
Set up for remote viewing on mobile devices  
2 x socket outlets to add for power - monitors + nvr

#### MAINTENANCE PROPOSAL

We recommend taking out a preventative maintenance package with your new cctv system.  
This will be 1 x payment per year which will include 1 x service visit.  
We recommend this package to start 12 months from initial installation.  
The service visits will include the following:  
Clean lens and visually inspect cameras / any external wiring  
Check all cameras are recording correctly and playback function is working ok  
Check internet connection/ speeds to ensure system is able to be viewed remotely  
Check for firmware updates on the NVR/ XVR recorder  
Carry out a hard drive health check  
Check log/ history to highlight any potential issues with network or camera loss etc  
Check time/ date & DST function is set correctly and adjust if required  
Assist with any queries regarding using the system  
COST - £200.00 + vat p/a  
Diagram attached

#### PAYMENT TERMS

50% - Deposit  
50% - On completion

#### WARRANTY

3 years - Product  
1 year - Installation

#### GENERAL

We are Dahua approved (KIP) installers and prefer to only install Dahua products, however we do offer the option for Hikvision installations where specified or if we are adding to an existing system.  
In some cases we will use a Dahua OEM non genuine product, this is generally due to clients budget or product availability. If we

Complete Connectrix Electrical Ltd  
Unit 2 Creech Business Park  
Creech St Michael  
Taunton, Somerset  
TA3 5PX

Complete Connectrix - 01823 765865  
Taun-Tech - 01823 761191

enquiries@complete-connectrix.co.uk  
enquiries@taun-tech.co.uk



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are proposing to use Dahua OEM products we will always state this in our detailed estimate.  
 Remote tech support is very simple with the Dahua products and with your permission (assuming your system is online) we can make changes to the system remotely which often saves call out charges. We are happy to make small changes free of charge at our discretion, in some cases we will charge for alterations.  
 We will patch/fill any small holes made but making good of chasing etc. to be carried out by the main contractor if applicable.  
 Any extra works ordered will incur an extra charge to be agreed by both parties.  
 Estimate valid for 30 days  
 By accepting this estimate you agree to the payment terms and conditions which are strictly 30 days and in some cases a deposit or interim payment maybe required. In some cases we may hold any certification/warranty info until full payment has been made and the comms equipment & fittings will remain the property of Taun-Tech.  
 We hope this estimate is satisfactory for you. However if you wish to discuss any of the above please do not hesitate to contact us.

Kind regards

Nathan Tanner  
 Complete Connectrix Electrical Ltd  
 T/As - Taun-Tech

Exc VAT	£5428.75
VAT (20.000%)	£1085.75
Total	£6,514.50

Complete Connectrix Electrical Ltd  
 Unit Z Creech Business Park  
 Creech St Michael  
 Taunton, Somerset  
 TA3 5PX

Complete Connectrix - 01823 765865  
 Taun-Tech - 01823 761191

enquiries@complete-connectrix.co.uk  
 enquiries@taun-tech.co.uk



APPROVED CONTRACTOR



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UFFCULME  
GREEN TEAM



Uffculme  
Gardeners' Association

To: Uffculme Parish Council

23<sup>rd</sup> August 2023

**Planters Project at The Shambles in the Square, Uffculme**

Summary of attached Pro Forma Quotations from Labdon's Builders Merchants for Uffculme Green Team on behalf of Uffculme Parish Council. Page 1 covers one arbor, one square, one rectangular planter as Phase 1 of potential project. Page 2 summarises potential extension phases, if desired.

**Construction of one arbor**

Material	£	Subtotal
Timber 2x2 posts	22.42	
Timber 2x1 struts	14.29	
Landscaping screws	6.62	43.33

**Construction of one square planter cladding**

Material	£	
Timber posts 4x4"	15.62	
Timber planks	26.88	
Redwood decking rim	15.46	
Landscaping screws	13.23	
Timber screws	13.31	84.50

**Construction of one rectangular planter cladding**

Material	£	
Timber posts 4x4"	15.62	
Timber planks	40.32	
Redwood decking rim	30.91	
Landscaping screws	8.27	95.12
All Goods subtotal		222.95
VAT		44.57
Total		267.52

7/12/20

**Potential Development of entire site at The Shambles comprising  
one arbor, 3 square planters, 3 rectangular planters**

<b>Phase 1 (as previous page)</b>	<b>£</b>	<b>Subtotal</b>	<b>Accumulator</b>
Arbor	42.33		
Square planter	84.50		
Rectangular planter	95.12	222.95	222.95
<b>Phase 2 cladding remaining concrete planters</b>			
2 more rectangular planters @ 95.12 =	190.24	190.24	413.19
<b>Phase 3 constructing 2 square planters</b>			
2 more square planters @ 84.50 =	169.00	169.00	582.19
VAT		116.44	698.63

The initial estimates, outlined in the proposal of 19<sup>th</sup> June, were based on retail prices for materials. Meetings this month with Paul Labdon to seek advice and discuss details regarding materials and construction plans have been very positive and have resulted in very generous trade discounts for this community project. We would certainly want to acknowledge Labdon's co-operation should the project be realised. If UPC is able to reclaim VAT, then the proposals achieve even greater budgetary value.

Costs not included in this summary are any contingency funds for additional construction works which may be involved in stabilising the installations on a sloping site; lining square planters; additional fresh compost; new plants for seasonal appeal.

Yours sincerely,

Michael Lawrance

**Email: [giles.lawrance@gmail.com](mailto:giles.lawrance@gmail.com)**

**Mobile: 0779 420 1196**

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# R&R Services (Devon) Limited

Four Oaks, Miry Lane, Kentisbeare, Cullompton, Devon. EX15 2HA

Telephone: 01884-266841 Email: [info@randrdevon.co.uk](mailto:info@randrdevon.co.uk)

A Fully Qualified and Professional Service

Covering, Civil/Mechanical Engineering, Groundworks, Landscaping &  
Tree Maintenance.

Company no. 4717840 VAT no. 723 4636 41

For the attention of Gemma Cole  
Uffculme Parish Council  
[clerk@uffculmeparishcouncil.gov.uk](mailto:clerk@uffculmeparishcouncil.gov.uk)

For works at Denners Way

Our Ref: LH/5614/UP  
Monday 4<sup>th</sup> September 2023

Dear Gemma,

## QUOTATION

Thank you for inviting us to quote for the following works.

**T1 Goat Willow** - Fell uprooted tree and tidy up any snapped branches in adjacent tree.  
Stump will remain in situ.

Stack logs on site and chip and remove brash.

**Cost including labour, chipper and disposal of all arisings - £350.00**

**COST SHOWN ABOVE IS NET AND SUBJECT TO VAT AT THE CURRENT RATE**



Landscaping · Tree Surgery · Groundworks · Construction  
Civil & Mechanical Engineering

0141700



This quotation is valid for 30 days.

Our health and safety, workmanship and standards are extremely high; we hold all relevant licenses to enable us to carry out the work required and are BALI registered and CHAS accredited. Obviously, due to the nature of the work we will make every effort to minimise disturbance.

The site will always be kept clean and tidy.

I trust the above is of assistance, but should you wish to discuss it further please feel free to contact me at any time.

Yours sincerely

*Luke Hyson*

Luke Hyson  
Arboricultural Manager  
R & R Services (Devon) Limited  
Email: [luke@randrdevon.co.uk](mailto:luke@randrdevon.co.uk)

Landscaping · Tree Surgery · Groundworks · Construction  
Civil & Mechanical Engineering

0151760

Uffculme Parish Council

Update on Hillhads/Broadpath to full council meeting on 4<sup>th</sup> September 2023.

The current situation regarding Hillhead/Broadpath is that we are waiting for the Lib Dem administration to appoint a Councillor to represent Mid Devon, as soon as this is done further liaison meetings will recommence.

While we await this appointment I have been in touch with Anthony Allday, Assistant Manager, to discuss the current issues and to arrange a meeting for a site visit to see the extent of the site and also Penslade Cross.

Anthony was very upfront regarding Penslade in as much as this scheme is still in planning and they haven't fully developed their plans and have nothing presentable at this stage

He is very keen to engage with Uffculme Parish Council and interested residents including representatives from the Green Team.

And on this basis I have arranged to meet him and other representatives from Aggregate Industries for introductions and a site visit on Thursday 14<sup>th</sup> September at 10.00am.

They can accommodate up to 4 people for a site visit.

They are very keen to liaise with us and he has assured me that our feedback will be incorporated into their schemes.

He confirmed that to date they have not been advised by the Lib Dem administration who is to represent the council on this committee.

Terry Edwards

P16/26





Gemma Cole <clerk@uffculmeparishcouncil.gov.uk>

## Re: Full Council Meeting - Monday 4th September - Magelake- 7pm

1 message

Tim Pointing <tim.pointing@uffculmeparishcouncil.gov.uk>

Sun, Sep 3, 2023 at 6:48 PM

To: Gemma Cole <clerk@uffculmeparishcouncil.gov.uk>

Cc: Patricia Blackman <patricia.blackman@uffculmeparishcouncil.gov.uk>, Phil Cornish <phil.cornish@uffculmeparishcouncil.gov.uk>, Ruth Kingdom <ruth.kingdom@uffculmeparishcouncil.gov.uk>, Terry Edwards <terry.edwards@uffculmeparishcouncil.gov.uk>, Polly Hallchurch <polly.hallchurch@uffculmeparishcouncil.gov.uk>, Roy Keeling <roy.keeling@uffculmeparishcouncil.gov.uk>, Malcolm Bodger <malcolm.bodger@uffculmeparishcouncil.gov.uk>, Amber Willis <amber.willis@uffculmeparishcouncil.gov.uk>

Dear Gemma

I will not be able to attend the meeting tomorrow as I am away on holiday, my apologies.

Please find below the updates I have on the agenda sections that I report on:

**Feed Mill.** Next Liaison meeting is being arranged for second week of September. No news to report, except that I understand that Mole Valley are going to lease the feed mill from ABN. I will find out how this will affect the running of the Mill, especially with regards to vehicle movements now the holidays are over.

**Green Team.** Repair Cafe and Community Fridge all running as per normal. Warm Space is having a break and will restart in the near future. Road and Pond clearance going well. Always looking for volunteers.

**Traffic.** 20 MPH Scheme. I have chased Highways and Ray Radford and not received any updates from them on how or when this is going to proceed. Have expressed my concern and disappointment at how slow this is going.

No news from the Community Speedwatch group and hope to get an update for the next meeting. Generally there have been no complaints and no ducks have been hurt, as far as I know.

**Pond.** Jo Dadds and the Village Volunteers have done a great job and the pond and its surrounding are looking under control. Loads of ground elder, saplings and goosegrass has been removed and the pond skimming is keeping the pond weed under control. The volunteers would like to have the comfort of some safety kit.

**Police Report.** The crime map is still not being updated by Devon and Cornwall Constabulary. I have asked for the last 6 months worth of data under a freedom of information request. Fingers crossed.

**Youth Group.** Now the holidays are over I will ask for the survey to take place to establish what local residents would like in way of youth provision such as a club.

Thank you.

Tim

On Thu, Aug 31, 2023 at 8:25 AM Gemma Cole <clerk@uffculmeparishcouncil.gov.uk> wrote:

Good morning all,

Please find attached as follows for our meeting on Monday at Magelake:

- Minutes of July's meeting (to follow)
- July and August Financial Statements (to follow)
- County Councillor's Report (to follow)
- District Councillors' Reports (to follow)
- CCTV Quotations (to follow)
- Tree Removal Quotation (to follow)
- Square Planter Costings
- Willand Neighbourhood Plan (for information)

We will also have a guest speaker present from Blackdown Hills Parish Network - they will be speaking for 10 minutes during the public session at the start of the meeting. I have attached some information.

D17/26

Gemma Cole, Clerk to the Parish Council, Uffculme.

2nd August 2023

Dear Gemma

We understand that the Parish Council might be willing to support the Village Hall financially with equipment which would enhance our facilities and make life easier and safer for community users of the Hall. This is outwith the £5k earmarked for us by the Parish Council towards refurbishment of our Ladies/Gents toilets, which is taking a while because we have not been able to progress satisfactorily with possible contractors.

We would like to install a new dishwasher which is better suited to the needs of Village Hall users so further to conversations with Philip Cornish please see below 3 Quotes for a new Dishwasher (DW) at the Village Hall.

We originally sent in 2 Quotes but since that submission, in January this year, 2 have gone up in price and one now has a changed spec which makes it almost impossible to fit into the space available. So we have searched out the Kingfisher which is our preferred option.

The DW is £1379.99 + fitting by NJT £347.28 making a total cost of 1727.27 (including VAT).

As stated in a previous email the Village Hall could contribute approximately  $\frac{1}{3}$  of the cost so that would be £575.00. In addition we have been offered a contribution of £250.00 by the team of volunteers who organise the Community Lunch once a month because they believe it would be of significant help to them rather than having to hand wash 60 sets of china/glass/cutlery (the current DW doesn't cope). Therefore, we'd be looking for £902.27 in financial help from the Parish Council for this particular item.

I don't think we had an answer back from the Parish Council regarding the situation on VAT if the Parish Council placed the order for us and could claim back the VAT. That being the case obviously the PC/VH contributions could be much lower - perhaps you could advise?

We hope very much that this can be given your earliest consideration so that we can order and arrange for installation asap. NJT have offered a date of 21st August to remove the old DW and install a new one.

**Asber - now £1619.99 (originally £1499.99)** Our original first choice but having triple checked with the supplier we are told it's definitely 600mm wide and thus impossible for NJT to fit.

<https://www.industrial-warewashers.com/asber-grand-commercial-dishwasher-500mm.html>

**Classeq - £2399.99** We looked for a narrower machine in the same range as the one that was too wide. So this is This is 550mm wide but a height of 830mm which is a very tight fit.

<https://www.buzzcateringsupplies.com/classeq-commercial-dishwasher-500mm.html>

**KINGFISHER £1379.99 (including VAT)**

<https://www.industrial-warewashers.com/kingfisher-deluxe-commercial-dishwasher-500mm-af500kf13.html>

**This machine is 810H x 550W x 600D which will fit the space in the VH kitchen easily.**

**It has simple instructions and comes fitted with all we need.**

**Fixed 2-minute wash cycle**, Rinse aid & detergent pumps as standard, **Automatic drain pump as standard**

Trusted European manufacturer, 1-year parts & labour warranty, UK technical support & warranty cover

**FREE!** detergent & rinse aid starter pack and **FREE!** basket, waste & water hoses

Kind regards, Sally

P18/26

# Notice of Interment

Please complete in full, sign & return (with the relevant fee):		
post to:	Uffculme Parish Council, c/o 1 Deepway, Tiverton, EX16 4DQ	
email to:	clerk@uffculmeparishcouncil.gov.uk	
Payment by Cheque:	"Uffculme Parish Council"	
Payment by BACS:	Account Name:	Uffculme Parish Council
	Sort Code:	30-98-61
	Account Number:	00252179

FOR OFFICE USE ONLY	
Row Number:	
Grave Number:	
EROB Reference:	
Epitaph Reference:	
Payment Reference:	
Payment Receipt Date:	

ALL BOXES TO BE COMPLETED IN BLOCK CAPITALS

All paperwork must be received by the Parish Council Office 48 working hours prior to the requested interment

Date of interment:	/ /	Time of Interment:	AM/PM
Name of Deceased (in full):			
Maiden Name (if applicable):			
Permanent residence of Deceased (incl. postcode):			
Place of Death (if different from above):			
Age (at death):		Occupation (if any):	
Date of Birth:	/ /	Date of Death:	/ /
Please complete relevant box:			
Plot Type:	Single	Double	Memorial to be removed:
Burial	<input type="checkbox"/>	<input type="checkbox"/>	If yes, date to be removed:
Ashes	<input type="checkbox"/>	<input type="checkbox"/>	If yes, Stonemason Details:
Funeral Director:		Registrar Details:	
Funeral Director's Contact:		Officiating Minister:	

21/9/20

## Existing - Exclusive Right of Burial

This Form MUST be signed by ALL the Holders of the Right of Burial in BLOCK CAPITALS.

Where Exclusive Right of Burial has been previously purchased, a copy(s) for each Grant Holder of this Right of Burial MUST be attached to the Notice of Interment form. In the case of lost or mislaid documents for previously purchased plots, a Statutory Declaration must be provided.

The Witness should be a neutral third party with no financial or other interest in the agreement. Witnesses cannot be family members.

I/we have been advised by the Funeral Director of the Cemetery Terms which I/We understand and agree to comply with.

I/we hereby consent to the above interment taking place in the grave space number.

Name of Grantee/Successor in Title (in full):			
Relationship to deceased:			
Address (incl. postcode):			
Email:		Telephone:	
Signed:			
<small>Applicant is over 18 years</small>			
Witness Name (in full):			
Witness Signature:			

Name of Grantee/Successor in Title (in full):			
Relationship to deceased:			
Address (incl. postcode):			
Email:		Telephone:	
Signed:			
<small>Applicant is over 18 years</small>			
Witness Name (in full):			
Witness Signature:			

*07/12/20*

## New - Exclusive Right of Burial

This Form MUST be completed and signed by ALL the proposed holders of the Right of Burial in BLOCK CAPITALS.

Application for Exclusive Right of Burial MUST be attached to the Notice of Interment form.

I/we have been advised by the Funeral Director of the Cemetery Terms which I/We understand and agree to comply with.

I/we hereby consent to the above interment taking place in the grave space number.

Name of Holder of Exclusive Right of Burial (in full):			
Relationship to deceased:			
Address (incl. postcode):			
Email:		Telephone:	
Signed:			

Applicant is over 18 years

Name of Holder of Exclusive Right of Burial (in full):			
Relationship to deceased:			
Address (incl. postcode):			
Email:		Telephone:	
Signed:			

Applicant is over 18 years

Please turn over for additional signature space and FAQs

For details of how we use and process your data and our Privacy Notice, please refer to our website: [www.uffculmeparishcouncil.gov.uk](http://www.uffculmeparishcouncil.gov.uk)

07/1/20

## Frequently Asked Questions with Purchasing a Burial Plot

**Q.** What does the Interment fee pay for?

**A.** The interment fee covers the administration for organising the booking of the interment and the maintenance of statutory registers and records following the interment.

**Q.** How many interments can my burial plot accommodate?

**A.** Unless otherwise stated at the time of booking the interment, all new burial plots shall be excavated at double depth, subject to the casket or coffin size; the Parish Council will provide you with further details pertaining to the available burial plot.

**Q.** What entitlements do I have when I purchase a grave or cremated remains?

**A.** The purchase of a grave or cremated remains plot means you purchase the right to bury (inter) and attain the right to install a memorial stone on the plot for a period not exceeding 75 years. The right is known as the Exclusive Right of Burial.

**Q.** Do I need to purchase a grave or cremated remains plot?

**A.** All graves and cremated remains plots need to be purchased before any interment can take place. This will be purchased at the time of booking an interment (burial). The purchase fee covers the administration for processing the purchase, the cost for maintaining burial plot for the period of time purchased and the use of the burial plot for the period of time purchased.

**Q.** What is an Exclusive Right of Burial (EROB)?

**A.** An Exclusive Right of Burial is the right to use the plot for the period of time stated in the terms which are in place at the time of your purchase. The terms at your time of purchase supersede any previous terms in place.

**Q.** How long is an Exclusive Right of Burial valid for?

**A.** The purchase of an Exclusive Right of Burial is valid for the period of time as stated in the current terms at the time of your purchase; currently this is for 75 years.

**Q.** Do I own the land of my grave or cremated remains plot?

**A.** When you purchase the Exclusive Right of Burial you do not own the land. You are only purchasing the rights to use your burial plot, which is currently for 75 years, from the time of your purchase. Your Deed of Grant clarifies your date of purchase and date of expiry.

**Q.** What is a Deed of Grant?

**A.** A Deed of Grant is the legal document which records the purchase of the Exclusive Right of Burial, lists the Holder(s), the burial plot details and the length of tenure with expiry date. The Deed is proof of your rights to the plot and should be kept safe for future proof needs. All of the Grant Holders must agree to all future interments.

**Q.** How many people (Holders) can be listed on the Deed of Grant?

**A.** We recommend up to three people attain the Exclusive Right of Burial; all Holders must agree to give consent for future interments and memorial applications on the purchased plot. All holders need to be aged 18 years or over.

**Q.** When do I receive my Deed of Grant?

**A.** Your Deed of Grant is issued after the first interment. Please keep the Deed of Grant in a safe place as re-issuing a mislaid or lost Deed of Grant will incur an administration fee.

**Q.** When can I install a memorial stone?

**A.** With graves and cremated remains, you can apply for the Right to Install a memorial stone as soon as you receive your Deed of Grant. The grant needs to be presented to your registered stonemason as proof of your right to instruct your memorial requirements and confirmation from Uffculme Parish Council is required, prior to installation. For all new graves we advise families to wait one year for the ground to settle before installing a new memorial stone.

**Q.** Can I install a memorial stone myself?

**A.** All memorial stones, which includes kerbing, must only be installed by a registered stonemason, and must be installed in accordance with current BRAMM and NAMM standards.

**Q.** What else can I place on my cremated remains or burial plot?

**A.** Floral memorabilia, such as vases (not glass) can be placed on graves and cremated remains plots, but must remain within the integral space of the burial plot. This is to ensure the grassed area can be maintained. All unauthorised memorabilia (see the terms for clarification) may be removed and placed in a safe place for collection.

**Q.** If I have any concerns or questions who do I speak to?

**A.** Your funeral director or stonemason may be able to provide you with an answer to your questions; they do hold copies of our Cemetery Terms. Alternatively, please call or email the Parish Council who will be able to advise you accordingly. The Parish Clerk can be contacted on 01884 693023 or by email [clerk@uffculmeparishcouncil.gov.uk](mailto:clerk@uffculmeparishcouncil.gov.uk) or please visit our web pages at [www.uffculmeparishcouncil.gov.uk](http://www.uffculmeparishcouncil.gov.uk) for further information.

022/26

# Cemetery Terms and Fees

## Cemetery Fees

Fees and Charges for the cemetery will be determined by the Council annually and will take effect from 1 April each year.

### **Purchase of Exclusive Right of Burial:**

#### **Resident fees apply to:**

- A current resident of Uffculme Parish Council
- A non-resident purchasing an Exclusive Right of Burial on behalf of a resident of Uffculme Parish Council
- A previous resident who has relocated due to dependent living needs
- A previous resident who has relocated due to independent living needs but lived in the Parish for at least 10 years prior to relocation

#### **Non-resident fees apply to:**

- A non-resident of Uffculme Parish Council
- A previous resident who has relocated due to independent living needs and lived in the Parish for less than 10 years prior to relocation

### **Interment Fees:**

#### **Resident fees apply to:**

- A current resident of Uffculme Parish Council
- A previous resident who has relocated due to dependent living needs
- A previous resident who has relocated due to independent living needs but lived in the Parish for at least 10 years prior to relocation
- An Exclusive Right of Burial which was purchased during time as a resident

#### **Non-resident fees apply to:**

- A non-resident of Uffculme Parish Council
- A previous resident who has relocated due to independent living needs and lived in the Parish for less than 10 years prior to relocation

Under exceptional circumstances, the Council reserves the right to implement Resident fees to non-residents. All decisions will be final and are at the discretion of the Council.

Proof of residency is required to support Resident Fee claims and need to be submitted with all requests. In cases where proof of residency is unattainable, Non-resident fees will be incurred.

Fees and Charges are payable in advance. The Council do not currently provide a payment plan service.

Completion and submission of a Notice of Interment form is mandatory with all interments within the Cemetery.

Unauthorised interment of ashes is not permitted. Prior to the interment of any ashes, permission from the Parish Council should first be sought by completion and submission of a Notice of Interment form.

All fees and charges must be paid at the time of application, prior to the interment taking place, in accordance with the scale of fees. All payments should be made to Uffculme Parish Council.

The Council reserves the Right to charge a fee for cancelled or postponed Interments.

At the time of booking there will be no fees payable for interments under 18 years as it is the responsibility of the Council to reclaim these fees under the Children's Funeral Fund. This fund is resourced by Central Government.

## 2023 Fees

	<u>Resident</u>	<u>Non-resident</u>
For the interment of an Adult Coffin	£300	£600
For the interment of Cremated Remains	£250	£500
<hr/>		
Exclusive Right of Burial	£450	£900
Exclusive Right of Burial – Cremated Remains	£350	£700
<hr/>		
Right to Place Gravestone or Memorial	£150	£300
Additional Inscription	£50	£100

# Cemetery Terms and Fees

## Cemetery Terms

All burial and cremated remains interments are committed and registered to the requirements as laid out in *The Local Authorities' Cemeteries Order 1977*.

### 1. Hours of Interment

Interments may only take place in accordance with these Terms, subject to availability and between the hours of 10am and 4pm.

Hours of Interment are subject to change and are at the discretion of the Parish Council.

By prior arrangement and subject to availability, interments may take place on Saturdays; however, additional charges will be incurred.

No burials may take place on Sundays, Public/Bank Holidays or any other day the Council Offices are closed. In exceptional circumstances, such as in the event that immediate interment is requested on the certification of a Coroner or registered Medical Practitioner, interments may take place during these periods at the discretion of the Parish Council. Additional charges will be incurred.

### 2. Booking an Interment

A provisional telephone or email booking must be made through the Council Office prior to the submission of any formal papers and / or payment of fees, to ensure the requested date and time is available.

To secure Interment bookings, the Council's Notice of Interment form must be completed in full and signed by all the Owners or the Applicant(s) of the Exclusive Right of Burial. Completed forms, together with Certificates for Interment and payment, need to be received by the Council Office at least 2 working days prior to the Interment date.

In all cases the Grantee(s) or Successor(s) must sign the declaration on the Notice of Interment form to agree to comply with these terms.

No paperwork is to be handed to the Parish Council on the day of Interment.

The Council advises families to contact a chosen Funeral Director before proceeding with all family organised burial and cremated remains interments; all booking requirements apply. All family organised interments are subject to approval from the Parish Council.

A separate Notice of Interment form is needed for each interment.

#### 2.1 Certificates for Interment

The relevant certificate from the Registrar of Births and Deaths, or the Coroner or Crematorium, must accompany the Notice of Interment. No interment, including family organised interments, will take place unless the Certificate for disposal is produced at least 2 working days prior to the Interment date.

If an interment is to take place in a burial or cremated remains plot for which the Exclusive Right of Burial has been purchased the Deed of Grant for the Exclusive Right of Burial must be produced as proof of Ownership. If this is mislaid, a Statutory Declaration for a Lost Document needs to be completed whereby instructing the reissue of a lost Deed of Grant.

When the Owner of the Exclusive Right of Burial is deceased, the Executor(s) or next of kin should arrange for the Ownership to be transferred to the entitled legal Owner(s). Further advice and assistance may be obtained by contacting the Council Office.

### 3. Excavation of Interment Plots

All burial plots shall be prepared and completed by persons nominated by the Council.

All burial and cremated remains plots are excavated to the requirements as laid out in *Part 1 of Schedule 2 to The Local Authorities' Cemeteries Order 1977*.

#### 3.1 Burial plots

All new burial plots for persons above 17 years of age shall be prepared at double depth, subject to the ground conditions at the time of interment, allowing for two burials to take place in each grave space

All new burial plots when the first interment is for a child (a person 17 years and under) shall be dug to a depth as requested by the Family and the Family's future requirements. Double depth interments are subject to the ground conditions at the time of interment.

With single depth graves, the top of the coffin will be at a depth of no less than 3 feet (900 mm) below the level of the ground adjoining the grave.

Where a burial has taken place, the grave shall be entirely backfilled and made tidy on the day of the interment and existing turf reinstated. The turf shall not be removed, except for additional interments, exhumations, or the placing of authorised memorials. Removal of turf, for reasons other than previously stated, will entitle the Council to take proceedings to recuperate the cost of replacing the said turf.

#### 3.2 Cremated Remains Plots

Unless otherwise stated at the time of booking the interment, all new cremated remains plots shall be excavated at double depth, subject to the casket size, allowing for two cremated remains interments.

#### 3.3 Re-opening of Interment Plots

Graves may be re-opened for further interments, subject to space availability. Reopened graves will be prepared at single depth. No person shall disturb any human remains or remove any soil that may be contaminated. After the Interment has been committed to the ground, it shall not be removed or otherwise disturbed except for lawful exhumation, by License and / or Faculty, or by the Order of a Coroner. This includes disturbing the earth / turf following the interment of ashes.

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#### 4. Burial Plot Ownership and Burial Rights

The Exclusive Right of Burial entitles the registered Owner(s):

To be interred in the burial or cremated remains plot, subject to space availability

To determine who is to be interred within the said burial or cremated remains plot, subject to space availability and

To apply for the Right to erect a memorial on the burial or cremated remains plot, in accordance with these terms.

Purchasing the Exclusive Right of Burial, however, does not extend to possession of the land; this remains in the Ownership of the Council.

Uffculme Parish Council reserves the Right to allocate the provision of space within its Cemetery.

The Exclusive Right of Burial must be purchased at the time of the Notice of Interment, subject to space availability.

The Exclusive Right of Burial does not specify the number of interments that can be accommodated within the burial or cremated remains plot; this will be dependent upon the depth of the first interment, the size of coffin / casket interred in the plot, and the ground conditions at the time of excavation.

The Council recommends a maximum of three people hold the Rights to the Exclusive Right of Burial; please note all Holders must agree to give consent for future interments and memorial applications on the purchased plot.

Once the Exclusive Right of Burial has been purchased, a Deed of Grant will be issued to all elected Owners of the burial or cremated remains plot. The Deed of Grant is proof of Ownership and must be produced with all prospective interments and memorial applications.

When the Exclusive Right of Burial tenure has lapsed, the Ownership reverts to the Council.

#### 5. Memorials and Memorabilia

A Memorial Application to erect or amend an existing memorial must be made prior to installation.

Memorial Applications must be submitted with the appropriate fee and include a copy of the Deed of Grant of the Exclusive Right of Burial.

Memorial Applications for burial plots can be submitted any time after interment. The Council, however, recommends a period of deferment for one year to allow for adequate ground settlement.

The Owners of the Exclusive Right of Burial are responsible to ensure memorial installations are safe from settlement, and to ensure the elected registered stonemason will guarantee remedial works.

The Council reserves the Right to exclude any memorial that would in any way disfigure the Cemetery or which is considered inappropriate in design. It also reserves the Right to refuse any inscription which it considers may cause offence. The Parish Council's decision is final.

It is the responsibility of the Owner(s) of the Exclusive Right of Burial to submit a Memorial Application with any proposed amendments to existing memorials

##### 5.1 Memorials

###### 5.1.1 Burial plots

The memorial headstone must not exceed 1250mm in height, 610mm in width and 380mm in depth. Memorials falling outside these measurements will not be approved or permitted to be installed.

The shape of the memorial headstone should be of traditional Ogee in design. Any memorial outside of this will be approved only at the full discretion of the Parish Council. The Council decision is final.

Flower vases (not exceeding 500mm in height) must be an integral part of the memorial or, if removable, must be placed within the boundary of the burial plot.

Memorials falling outside these measurements will not be approved or permitted to be installed.

Any other edging or boarders are not permitted on burial plots without prior consent.

###### 5.1.2 Cremated Remains Plots

The memorial headstone must not exceed 1250mm in height, 610mm in width and 380mm in depth. Memorials falling outside these measurements will not be approved or permitted to be installed.

The shape of the memorial headstone should be of traditional Ogee in design. Any memorial outside of this will be approved only at the full discretion of the Parish Council. The Council decision is final.

Flower vases (not exceeding 500mm in height) must be an integral part of the memorial or, if removable, must be placed within the boundary of the burial plot.

A flat memorial stone must not exceed 550mm in height, 550mm in width and 100mm in depth and must be fixed.

Memorials falling outside these measurements will not be approved or permitted to be installed.

Any other edging or boarders are not permitted on burial plots without prior consent.

###### 5.1.3 Memorial Inspection and Rights of the Parish Council

Statutory Inspections and testing of memorials will be periodically carried out by the Parish Council or its Contractors, in line with the recommendations stated in *Article 16.1 of The Local Authorities' Cemeteries Order 1977*.

## 5.2 Memorabilia

### 5.2.1 Permitted Memorabilia

Flower vases (excluding glass and ceramic) which are not integral to the memorial headstone are permitted but must be placed within the integral space of the burial plot.

### 5.2.2 Seasonal Memorabilia

Seasonal memorabilia which are not integral to the memorial are permitted and must be placed at the head end within the integral space of the plot.

Disposal of spent seasonal memorabilia is principally the responsibility of the Owner(s) of the Exclusive Right of Burial; after a maximum period of 2 months the Parish Council will remove and dispose of spent memorabilia as part of routine maintenance work.

### 5.2.3 Unauthorised Memorabilia

Unauthorised memorabilia are items which are not explicitly stated under the Permitted Memorabilia section (See 5.2.1). The classification of unauthorised memorabilia is at the discretion of the Parish Council whose decision is final.

Memorabilia items which could potentially cause harm, offence or are a safety concern to cemetery visitors and cemetery representatives are not permitted and will be removed immediately. This list is not exhaustive; the key, unsafe items include:

Glass vases, wind chimes, naked flames, solar lights, lanterns and wire fencing.

No flowers or plants are permitted to be planted either side of the burial or cremated remains plot, known as access space.

No edging stones or ornamental fencing of any type is permitted on any grave.

### 5.2.4 Memorabilia Responsibility

It is the responsibility of the Owner(s) of the Exclusive Right of Burial to ensure any permitted memorabilia within the said burial or cremated remains plot are maintained to a safe standard and kept in a secure condition.

It is the responsibility of the Owner(s) of the Exclusive Right of Burial to ensure any memorabilia floral tributes are removed and placed in the designated bins provided once spent.

### 5.2.5 Removal of Unauthorised Memorabilia

All memorabilia items which could potentially cause harm, offence or are a safety concern to Cemetery visitors and Cemetery representatives will be removed immediately, labelled and stored for 6 months. The Parish Council will contact the Holder(s) of the Exclusive Right of Burial to invite collection of the unauthorised memorabilia if details are held. After 6 months of storage, the unauthorised items will be disposed of.

## 5.3 Maintenance

It is the responsibility of the Owner(s) of the Exclusive Right of Burial to ensure their memorials and plots are in a safe condition and maintained, to the satisfaction of the Parish Council. Any maintenance or repairs that are required will be at the expense of the Owner(s) of the Exclusive Right of Burial.

If the Owner(s) of the Exclusive Right of Burial cannot be contacted, the Council reserves the Right to make safe or remove any memorial that is allowed to fall into disrepair or become unsightly or dangerous. The Council will seek reimbursement from the Owner(s) or the successor(s) in title for the whole of the costs of these works. Should a memorial fail the Council's Statutory Inspection, it is the responsibility of the Owner(s) to organise repairs and to meet the full costs of those repairs.

Uffculme Parish Council will maintain common areas of the Cemetery. The maintenance of the individual graves is the responsibility of the Owner(s) of the Exclusive Right of Burial, including but not limited to, grass cutting and ensuring the overall appearance of the grave is in keeping with the rest of the cemetery.

Cemetery maintenance operations, which includes grass cutting, landscape planting management, the upkeep of flower beds and borders and any other routine cemetery grounds work, will be carried out by the Council and their Contractors, at a frequency determined by the Council and subject to weather conditions.