

HARTLEY PARISH COUNCIL

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19th February 2026

Dear Councillor

You are hereby summoned to attend a meeting of the Burial Grounds and Gardens of Remembrance Committee to be held on **Wednesday 25th February 2026** commencing at **10:30a.m at Hartley Library** or at the conclusion of the site visits, whichever is later.

A visual site inspection of Hartley Burial Ground, Gardens of Remembrance, Closed Churchyard and new Manor Field Burial Ground will take place at **10:00a.m.** Members are requested to convene in the lay-by outside Hartley Burial Ground.

Yours sincerely

Jane Tyrrell

Assistant Clerk to the Council

Please note that the proceedings of this meeting may be recorded in line with regulations set out in the Openness of Local Government Bodies Regulations 2014.

Background papers for the agenda items can be obtained from the Parish Office. Alternatively background papers may be emailed upon written request.

AGENDA

1. Apologies for absence

To receive any apologies for absence

2. Declarations of Interest

To receive Members' declarations of interest, which have not already been entered in the Members' Register of Interest or notified to the Monitoring Officer.

3. Minutes

To approve the minutes of the meeting of the Burial Grounds and Gardens of Remembrance Committee held on 17th September 2025, as a correct record. (Annexed).

Pursuant to Standing Order 3 (e) the Chairman will invite members of the public to express an interest should they wish to make representations, answer questions or give evidence in respect of any item of business included in the agenda.

4. Financial Report

To receive and note a financial report showing detailed income and expenditure by budget heading of the Burial Grounds and Gardens of Remembrance Committee as at 19th February 2026 (Annexed).

Background document 19/02/26

5. Manor Field Burial Ground

To consider any matters arising from the visual inspection of Manor Field Burial Ground.

6. Hartley Burial Ground

a) To consider any matters arising from the visual inspection of the Hartley Burial Ground.

b) Members are requested to inspect G210 which had been given a notice period to 28th February 2026 to remove items that contravened the Rules & Regulations (log edging & stone chippings).

Background document

Copy of notice erected on Grave 210 dated 28th January 2026

7. Old Garden of Remembrance

To consider any matters arising from the visual inspection of the Old Garden of Remembrance.

8. New Garden of Remembrance

To consider any matters arising from the visual inspection of the New Garden of Remembrance.

9. Closed Churchyard

To consider any matters arising from the visual inspection of the Closed Churchyard.

10. Grass cutting and burial ground maintenance contract (GREEN)

The current contract runs from 1st April 2026 to 31st March 2027 (grass cutting from 01/04/26-30/11/26) and is based on the following facts;

- 1) **All Saints Church Yard** – the grass is cut *bi-weekly*
- 2) **Hartley Burial Ground** – including between the graves where possible, the grass is cut weekly.
- 3) **Manor Field Burial Ground** - the grass is cut weekly.
- 4) **Hartley Memorial Green** - the grass is cut weekly and the arisings removed from the site.
- 5) **General Maintenance** – to be completed throughout the year within the contract period.

Members are requested to consider any quotations received in respect of the grass cutting contract and burial ground maintenance contract at Hartley Burial Ground, Gardens of Remembrance and Closed Church Yard for 2026 – 27.

Background document

Grass cutting specification 2026-27(ANNEXED).

Grass cutting schedule 2026-27 (CONTRACT 1 ANNEXED).

11. Burial charges

a) To review the burial charges in Hartley Burial Ground and the Gardens of Remembrance.

In February 2025, Members agreed to impose a £5.00 increase per charge for the Parish Rate) and a £15.00 increase per charge for the Out of Parish Rate.

Members agreed to additionally increase the charge for ground preparation from £30.00 to £35.00 and the charge for the hire of the car park to be increased from £10.00 to £15.00

Background document

Burial charges for 2025/26(Annexed)

Ash-cum-Ridley Parish Council burial charges 2025/26

b) To review the charges to All Saints Church for the use of car park at Manor Field. Currently the church pays a flat fee of £50.00 per annum for the use of the car park. For funerals, weddings and christenings, and where it is expected that a church service will attract large numbers of visitors, the car park is made available at no *additional* cost. (This charge was increased in October 2023 when a £5.00 increase was imposed with effect from 1st April 2024). It was last reviewed in February 2025 and a decision made that the fee would remain at £50.00 per annum.

12. Suggestion of Memorial Garden for pets

A suggestion has been made to consider a Memorial Garden for pets. Members are asked to consider this suggestion

13. Date of next meeting

Committee membership:

Cllr Larry Abraham Cllr Perry Cole, Cllr David Conroy (Ex officio), Cllr Lesley Driscoll, Cllr Laurence Glander (Ex officio) Cllr Brian Ramsay (Chairman), Cllr Ian Ross