

MOLD TOWN COUNCIL

Minutes of the Meeting of Cemetery Committee held on 5th March 2025 in Town Hall, Earl Road, Mold and via Zoom.

PRESENT: Councillors Brian Lloyd (Mayor), Joanne Edwards (Chair), Haydn Jones, Chris Bithell and Pete Dando.

VIA ZOOM: Councillors Teresa Carberry.

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

31. APOLOGIES

Apologies were **received** from Councillor Paul Beacher (Deputy Mayor).

Councillor Teresa Carberry sent apologies and advised she would be late joining the meeting due to a prior engagement.

32. DECLARATIONS OF INTEREST

None.

33. MINUTES

It was **resolved** that the minutes from the previous meeting held on 4th December 2024 were approved.

34. CEMETERY SUPERINTENDENT REPORT

The Cemetery Superintendent written report was **noted**. The Cemetery Superintendent gave an overview of the current priorities for the Cemetery.

The Cemetery Superintendent advised that the current maintenance works taking place on the pathways will be finished on Friday 7th March.

Committee Members thanked Matt for his communication with the community and visitors regarding Cemetery updates utilising the Mold Town Council's Facebook page. Specifically, regarding the removal of seasonal items from graves.

35. FLOODING CONCERNS/ BLOCKED DRAINS

The committee discussed an email received from a resident raising concerns about fallen leaves from cemetery trees blocking nearby drains. While the committee acknowledges these concerns, all necessary tree maintenance has recently been carried out in accordance with Mold Town Council and Flintshire County Council policies.

It was **resolved** that the Town Clerk would respond to the resident, advising that Flintshire County Council is currently working on a flood alleviation project, which is expected to have a positive impact in Mold.

36. MOLD CEMETERY FEES FOR 2025/26

It was **resolved** to implement the Cemetery Fee increase starting the 1st April 2025.

37. UPDATES MOLD CEMETERY PAPERWORK

(i) Cemetery Regulations – Feb 2025 – Draft

The committee discussed the updated Cemetery Regulations and requested that a diagram regarding the regulations outlining floral, memorial tributes be demonstrated.

It was **resolved** to accept the updated Cemetery Regulations with the addition of the above diagram.

(ii) Notice of Internment Feb 2025 – Draft

The committee discussed the updated Internment Form.

It was **resolved** to accept the updated internment form.

It was **resolved** that the updated Cemetery Regulations and Interment Form will come into effect on 1st April 2025. From this date, all interment requests at Mold Cemetery will only be processed if the official Mold Town Council Interment Form has been fully completed and submitted at least seven working days prior to the burial. Mold Town Council will no longer accept interment forms from other businesses.

To ensure a smooth transition, the Town Clerk and Cemetery Superintendent will visit local Funeral Directors to inform them of these changes before 1st April. Additionally, emails will be sent to Funeral Directors outside of Mold to provide advance notice of the new requirements.

Information of the changes will be updated on the Town Council website before the 1st April.

18.26pm Councillor Teresa Carberry joined the meeting via Zoom.

A discussion regarding the expansion of the Cemetery took place and it was **agreed** that this item will be added to the agenda for further discussion at the next Cemetery Committee Meeting.

38. CEMETERY BUDGET

The Cemetery Budget was **noted**.

39. EXCLUSION OF PUBLIC AND PRESS

It was **resolved** to exclude the press and public for the next agenda item.

40. DIGITALISING BURIAL RECORDS

The two quotes provided were **considered** and discussed.

It was **resolved** to accept the quote received from Scripti and to move forward with this project following the office move.

Meeting ended at 19.01pm

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

CEMETERY COMMITTEE	DATE: 05.03.25
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MEMBER	ITEM	MINUTE NO. REFERS

WORD/MINUTES/CEMETERY/CEMETERY

Chairman's signature: Date: