

MOLD TOWN COUNCIL

Minutes of the Meeting of Cemetery Committee held on 3rd December 2025 in Town Council Offices, Unit 10 Daniel Owen Precinct, Mold and via Zoom.

PRESENT: Councillors Paul Beacher (Mayor), Nanette Davies, Richard Clarke, Chris Bithell and Sarah Taylor.

VIA ZOOM: Councillor Joanne Edwards (Deputy Mayor)

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

16. APOLOGIES

Apologies were **received** from Councillor Haydn Jones (Chair).

17. DECLARATIONS OF INTEREST

None.

18. MINUTES

It was **resolved** that the minutes from the previous meeting held on 3rd September 2025 were approved.

19. CEMETERY SUPERINTENDENT REPORT

The Cemetery Superintendents report was **noted**.

The Cemetery Superintendent gave a brief verbal update providing further information on the fly-tipping incident and confirmed that all cemetery equipment has been tested and returned. Members discussed the incident, and it was resolved to ask the full Town Council to consider deploying one of the mobile CCTV units to the Cemetery. It was also agreed that the Town Clerk would find out the cost of moving one of the CCTV cameras to the Cemetery, as well as the cost of installing a wildlife camera.

It was **resolved** that the boundary hedging at the Cemetery be reduced to 4ft in line with the park boundary.

It was **resolved** to seek additional quotes regarding Damp Proofing and delegated responsibility be given to the Clerk and Mayor to agree on a quote.

20. BIODIVERSITY ACTIONS FOR ACTION PLAN 2025-2028

After discussion, it was agreed to put forward the following actions for the Biodiversity Action Plan 2025–28:

- To start introducing bird boxes, either through securing external funding or using surplus budget.

- To work over the next three years towards becoming a plastic-free cemetery.

21. MOLD CEMETERY MANAGEMENT PLAN GREEN FLAG

The committee thanked the Clerk and Cemetery Superintendent for their hard work in preparing the Cemetery Management Plan. It was requested that the digitalisation of burial records and stress testing of memorials be included in the appropriate action plan areas. Some typographical and spelling errors were also identified.

After these additions and corrections are made, the committee **resolved** to approve the Cemetery Management Plan.

22. DIGITALISING BURIAL RECORDS

The Clerk gave an update and confirmed that 15 burial books have been scanned, providing an electronic copy of all records. The next agreed step is to transcribe the books into an Excel spreadsheet so that information can be accessed quickly and efficiently. A quote has been received for the transcription, which is currently outside the remaining budget allocation.

It was **resolved** to continue saving for the transcription from annual underspends in the Cemetery Budget.

23. STORAGE FACILITIES

The Cemetery Committee discussed options for additional storage of cemetery equipment and **resolved** that the current storage is no longer fit for purpose.

It was **agreed** that the Clerk and Cemetery Superintendent would investigate planning permission to install a foundation at the bottom end of the cemetery for either a container, metal shed, or brick store, as well as obtain quotes for the different options.

It was **resolved** that the Cemetery Budget would cover the full cost of renting the Gas Lane storage, as the Events equipment will be stored in a separate container.

24. CEMETERY BUDGET

The Cemetery Budget for 2025/26 was **noted**.

The Cemetery Committee **considered** the Draft Cemetery Budget for 2026/27 and **resolved** to add two additional cost codes for General Maintenance and Health and Safety.

It was **resolved** that any underspend from the Cemetery Budget from the current financial year at year end will be split between the three EMR for the Cemetery.

It was **resolved** to accept the draft Cemetery Budget for 2026/27.

25. BURIAL FEES

It was **resolved** to keep the Cemetery Fees the same for the financial year 2026/27.

Meeting ended at 18.57pm

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

CEMETERY COMMITTEE	DATE: 03.12.25
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MEMBER	ITEM	MINUTE NO. REFERS

WORD/MINUTES/CEMETERY/CEMETERY

Chairman's signature: Date: