

Purley on Thames Parish Council
Minutes of the Barn and Burial Ground Committee Meeting
Held on Monday 10th November 2025

In the Large Hall at the Barn, Goosecroft

Commencing 6:00pm and concluding at 6:41pm

Present: Councillors J. Langford (Committee Chairman), P. Beddoes, A. Grindley, G. Rolfe, and G. Sillitoe.

In attendance: Sharon Way (Clerk), Colin Moses (Amenities Officer)

B&B 25/20 APOLOGIES FOR ABSENCE

Cllr M. Bishop.

B&B 25/21 DECLARATIONS OF INTEREST

None.

B&B 25/22 PUBLIC FORUM

No members of the public were in attendance.

B&B 25/23 MINUTES OF MEETING

Cllr Langford invited comments on the minutes of the meeting held on 21st July 2025. No comments were raised.

Following a proposal from Cllr Grindley and seconded by Cllr Sillitoe it was:

RESOLVED: Approval and adoption of the minutes of the meeting, 21st July was AGREED.

The minutes of the meeting, 21st July were duly signed by the Chairman.

B&B 25/24 PARISH OFFICE REPORT

The Amenities Officer summarised the report circulated to members.

The Amenities Officer stated that, subject to confirmation from the fitter, the double glazing was now expected to be installed in January.

The Amenities Officer stated that an electrician would be visiting site to check the large urn, which is suspected of tripping the barn fuses.

The Amenities Officer stated that a cost is awaited from Arena Security to add to their nightly rounds to check that the barn doors are locked.

B&B 25/25 MOTIONS FOR RESOLUTION

B&B 25/25-1 With respect to the memorial fees, the Clerk stated that the motion had been tabled because the high cost of memorial fees for non-residents was discouraging non-residents from placing a memorial stone.

Following a proposal from Cllr Rolfe and seconded by Cllr Grindley it was:

RESOLVED: To adopt revised burial fees as set out in the Burial Fees Schedule circulated with the agenda was AGREED.

B&B 25/25-2 Cllr Langford stated that the purpose of this proposal was to put procedures in place to ensure that holders of barn keys were documented and provide an incentive to key holders to safeguard and return keys to the parish office when they were no longer required.

Following a proposal from Cllr Sillitoe and seconded by Cllr Rolfe it was:

RESOLVED: That all non-staff key holders for the Parish Barns be required to pay a refundable deposit of £20.00 per key (£20 for the Large Barn and £20 for the Small Barn), to be retained by the Parish Council and refunded in full when the key is returned was AGREED by majority of three votes to two.

B&B 25/25-3 Members discussed the requirements for replacing the barn chairs, which are old and in a poor condition. The Amenities Officer noted that fire regulations imposed certain requirements on the new chairs, for example that they must be able to be locked together in order to reduce the risk of causing an obstruction in the event of a fire. The Amenities Officer also stated that it may be desired to have chairs with removable covers.

Cllr Langford stated that committee agreement would be sought based on a final specification and cost.

Following a proposal from Cllr Langford and seconded by Cllr Beddoes it was:

RESOLVED: In principle that the Barn & Burial Committee supports the replacement of the Parish Barn chairs, conditional upon securing sufficient funding and agreement on the chair type/design was AGREED.

B&B 25/26 **BARN LIGHTING IMPROVEMENTS**

Cllr Grindley stated that this agenda item had been requested due to the poor lighting levels in the Large Hall and requested that ideas are sought for potential improvement measures.

Members discussed potential lighting options, including 'atmospheric' lighting which might be suited to a wedding, and brighter wide-coverage lighting for more general club activities. It was agreed that separate controls would be desirable to provide different lighting effects. Members agreed that in principle it would benefit the barn to provide improved lighting. It was agreed that one or more specialists would be contacted to provide options. Cllr Grindley agreed to contact several local lighting shops for ideas.

B&B 25/27 **CHAIR STORAGE AREA**

Cllr Langford stated that wheeled room dividers could be utilised to screen the chair stacks from the rest of the room. These could also be used to screen the sides of the stage. When not in use these dividers can be neatly folded against the wall. Cllr Grindley noted that dividers may not be required if the new chairs were foldable for easy transportation to, for example, the new storage compound. It was agreed that this would be dependant on the type of chair selected.

B&B 25/28 **BARN EMERGENCY PROCEDURES**

The Amenities Officer stated that the parish office was awaiting a response from Arena Security with respect to checking the barn doors every night to ensure they are shut and locked. Following this, regular hirers will be contacted to reiterate their security responsibilities. The Amenities Officer noted that regular hirers sign a form annually, which states their security obligations and provides the details of any key holders.

B&B 25/29

BUDGET PLANNING FOR 2026/27

Cllr Langford requested that members provide details of any specific budget items they consider will be required for 2026/27. Cllr Langford confirmed that the Barn and Burial Ground budget is currently under preparation and will be issued to members for comment in due course.

B&B 25/30

CHAIRMAN'S REPORT

Cllr Langford stated that the wisteria in the burial ground had been cut back, and that there were signs of new growth in the parts that remain.

Cllr Langford stated that the appearance of the soil storage compound in the corner of the burial ground had been significantly improved, having been varnished and the sign replaced.

Cllr Sillitoe raised the previous meeting's request to review the potential need to ease the burial ground gates. The Clerk confirmed that the gates now opened and closed without a problem.

B&B 25/31

DATE OF THE NEXT MEETING

Date of the next meeting – Monday 23rd March 2026.

The meeting was closed at 6:41 pm.

Signed:

Date: 23rd March 2026