

CREWKERNE AND WEST CREWKERNE
JOINT BURIAL COMMITTEE

Minutes of a remote meeting held on Tuesday 1 December 2020 at 6.45 p.m.

PRESENT:

Cllrs. M. Best (Chairman), J. Borland, C. Broom, F. Freeman, R. Pailthorpe and A. Stuart.

In attendance: P. Davidson (Clerk) and P. Hewitt (CTC Finance Officer).

22 **TO NOTE APOLOGIES FOR ABSENCE**

20/21

None

23 **OPEN FORUM**

20/21

No members of the public present.

24 **TO APPROVE THE MINUTES**

20/21

It was **AGREED** that the minutes of the meeting of the Joint Burial Committee held on 6 October 2020 be **APPROVED**.

25 **DECLARATIONS OF INTEREST**

20/21

None.

26 **CLERK'S REPORT**

20/21

The Clerk reported that there was currently a single water supply to the cemetery. Looking forwards to the time when the lodge would be rented out, it would be necessary to split this supply so that the lodge could be separately metered. The Clerk had asked the CTC Operations Manager to engage with Wessex Water to establish costs to split the supply.

27 **FINANCIAL MATTERS FOR CONSIDERATION**

20/21

a) To approve the Accounts for Payment

The Clerk reported that Cllr. Borland had verified the accounts for the period 1 October to 30 November 2020 in accordance with the Committee's Financial Regulations.

It was **AGREED** to approve the following payments:

Net	VAT	Total	Payee	Purpose
£11,205.21	£480.74	£11,685.95	Crewkerne Town Council	Reimbursement for period: 1 October – 30 November 2020

b) Budget for 2021/22: to confirm the budget for 2021/22

Councillors reviewed the second draft budget, which had been revised in accordance with the feedback from Councillors at the previous meeting. It was **AGREED to approve the budget for 2021/22 which was for a total of £46,135.**

c) Bank Reconciliation: to report that the bank reconciliation as at 31 October has been completed

The report was noted. It was noted that cash in hand at the bank as of 31 October 2020 was £95,399.99.

28 MAINTENANCE OF THE CEMETERY GROUNDS

20/21 To consider the quotations received for the maintenance of the cemetery grounds for 2021

After discussion, it was **AGREED to approve Fern Garden & Tree Services to undertake the maintenance of the cemetery grounds for the 2021 season, in accordance with their quotation and at the quoted cost of £10,860 (+ VAT).**

29 LODGE

20/21 To consider the quotations received for the clearance of the lodge

After discussion, it was **AGREED to approve Paperchase Recycling to undertake the clearance of the lodge in accordance with their quotation and at the quoted cost of £1,100 (+ VAT).**

30 TO APPROVE APPLICATIONS, TRANSFERS AND MEMORIALS RECEIVED

20/21

The following Applications, Transfers and Memorials were **APPROVED.**

PLOT PURCHASE

Paul Wright	EXQ34
Mr & Mrs Doel	EXQ33
Mr & Mrs Chard	CSKNE226
Donna Williamson	EXQ35
Patricia Taylor	EXQ36

TRANSFERS

Julie Monk	CSKNE122B
Elizabeth Best	D1 313
Mr & Mrs Hodder	CSKNE151

MEMORIALS

Mark & Martin Lancaster	E2 533
Tim Morris	EXP10
Julie Monk	CSKNE122B

31 MATTERS OF REPORT

20/21

Cllr. Best reported that the area adjacent to the old garden of remembrance was becoming overgrown. The Clerk was asked to follow this up.

32 **DATE OF THE NEXT MEETING**

20/21

Next scheduled meeting: Tuesday 6 April 2020 at 6.45 p.m.

It was noted that a meeting is likely to be called in February 2020, in order to review the results of the lodge survey.

The meeting closed at 7.10 p.m.

Signed.....

Dated.....

DRAFT