

CREWKERNE AND WEST CREWKERNE
JOINT BURIAL COMMITTEE

Minutes of a meeting held on Tuesday 1 October 2019 at 6.45 p.m. in the Council Chambers, Town Hall, Market Square.

PRESENT:

Cllrs. M. Best (Chairman), Mrs J. Borland, Ms C. Broom, R. Pailthorpe, Mrs A. Stuart and D. Wakeman.

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

21 TO NOTE APOLOGIES FOR ABSENCE

19/20

Apologies were received from Cllr. F. Freeman and from Ms T. Warren (Funeral Director of Stoodley & Son)

22 OPEN FORUM

19/20

No members of the public were present.

23 TO APPROVE THE MINUTES

19/20

It was **AGREED** that the minutes of the annual meeting of the Joint Burial Committee held on Tuesday 4 June 2019 be **APPROVED**.

24 DECLARATIONS OF INTEREST

19/20

Cllr. Best declared a personal interest in agenda item 10 (to approve applications and transfers).

25 CLERK'S REPORT

19/20

The following points were discussed regarding the Clerk's report:

- Chapel guttering: the Clerk advised that a quotation had been received for replacement/repair of the chapel guttering. The Clerk was asked to have this quote revised, recognising that it would be more cost-effective for the Town Council to procure the hardware.
- Dedicated area for unborn babies: Councillors noted the news article highlighted by Cllr. Mrs Stuart. Cllr. Best advised that there was already an area in the old section of the cemetery which had been set aside for this purpose. Councillors agreed that the land in the new section being considered as a woodland burial area, would be potentially suitable as an area for babies lost during pregnancy. The Clerk was asked to discuss the matter with the local funeral directors.

26 FINANCIAL MATTERS FOR CONSIDERATION

19/20

a) To approve Accounts for Payment

The Clerk reported that Cllr. Borland had verified the accounts for the period 1 June 2019 to 30 September 2019 in accordance with the Committee's Financial Regulations.

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

Cheque	Net	VAT	Total	Payee	Purpose
000042	£20,299.31	£2,038.63	£22,337.94	CTC	Reimbursement for period: 1 June – 30 September 2019

- b) To report the bank reconciliation for September 2019 has been completed

The report was noted. It was noted that cash in hand at the bank as at 30 September 2019 was £85,063.98.

- c) Quarterly Report: to receive the second quarter financial report

The report was noted.

- d) Allocated and General Reserves: to receive a report on allocated reserves and estimated level of general reserves

The report was noted.

- e) Cemetery fees for 2020/21: to consider the Clerk's proposal that the cemetery fees for 2020/21 remain unchanged from the current year

It was **AGREED** to approve the proposal from the Clerk that the cemetery fees for 2020/21 remain unchanged from the current year.

- f) Budget for 2020/21: to consider the draft budget

The Clerk and CTC Finance Officer presented a first draft of the budget. Councillors made a number of constructive suggestions and the Clerk was asked to incorporate these into a second draft of the budget, for consideration at the December Burial Committee meeting.

- g) Annual review of insurance: to note that the review has been undertaken

Noted.

27 **PATHWAY IMPROVEMENTS IN THE NEW SECTION OF THE CEMETERY**

- 19/20 To consider the quotation received for tarmacking the central pathway, together with a quotation for the widening of the recently tarmacked section of the pathway

Agenda item deferred.

28 **TOILET FACILITY**

- 19/20 To consider whether the Committee wishes to pursue further the possibility of installing a toilet facility within the cemetery grounds

Councillors noted the indicative costs for the procurement and installation of a toilet facility within the cemetery grounds and agreed that such costs were prohibitive. Alternative options were discussed, including the use of a composting toilet and the option of renting a portable toilet during the summer months. The Clerk was asked to investigate these options and report back to the Committee.

29 SPITFIRE CRASH SITE PLAQUE

19/20 To consider a proposal from Cllr. Mrs Borland to erect a plaque in the new section of the cemetery at the site of the crashed spitfire

Councillors were very supportive of Cllr. Mrs Borland's proposal to erect a memorial plaque at the site of the crashed Spitfire. Cllr. Best suggested that it might be possible to track down the family of the pilot who had bailed out of the Spitfire, and invite them to attend an unveiling of the plaque. The Clerk agreed to make further investigations.

30 TO APPROVE APPLICATIONS, TRANSFERS AND MEMORIALS RECEIVED

19/20

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

PLOT PURCHASE

Mr & Mrs McVeigh	EXP40
Mr & Mrs Watson	EXQ32
Peggy Lacey	EXP41
Jane Allen	EXP18
Ms Hedditch & Thompson	CSKNE103
Tina Davenport & Kevin Lacey	EXQ16
Mr & Mrs Last	EXQ17
Mr Hooper	EXQ25
Corinne Crease	CSKNE111A

TRANSFERS

Karen Glover	CSKNE58
Stephen Wills	D1 319
Melonie Harper	Q7 1770
Rebecca Peck	C3 219
Alexander Hutchings	EXK09
Richard Newbery	CSKNE79
Peggy & Steven Lacey	EXP41
Richard Lawrence	H2 1077
Michael Russell	R9 2156

MEMORIALS

Donna Shute	EXO28
Karen Glover	CSKNE58
Alan Burbage	B1 83
Melonie Harper	Q7 1770
Ann Hedditch & Judith Thompson	CSKNE103
Grace Isbell	EXN16
Nicola McIntyre	W1 3172E
Alexander Hutchings	EXK09
Kevin Franklin	EXR08
Keith Cornish	CSKNE128
Sylvia Hyett	EXQ05
Victor Pickles	Garden of Remembrance

31 VISIT OF COUNCILLORS TO THE CEMETERY

19/20 To receive reports from Cllrs. Ms Broom and Wakeman on their visits to the cemetery and to determine the rota for the next visits

Cllr. Ms Broom reported that she had visited the cemetery and noted the following:

- Grass long.

- Yew tree needed wiring.
- Ragwort in evidence.
- Pine nut 'spheres' causing a slip hazard at the bottom of the main pathway.

Cllr. Wakeman reported that he had been unable to visit the cemetery.

Cllrs. Wakeman volunteered to visit the cemetery before the next meeting of the Committee.

32 **MATTERS OF REPORT**

19/20

None.

33 **DATE OF THE NEXT MEETING**

19/20

Tuesday 3 December 2019 at 6.45 p.m. in the Council Chamber, Town Hall, Market Square, Crewkerne.

The meeting closed at 7.18 p.m.

Signed.....

Dated.....