

CREWKERNE AND WEST CREWKERNE
JOINT BURIAL COMMITTEE

Minutes of a remote meeting held on Tuesday 2 June 2020 at 6.45 p.m.

PRESENT:

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

In attendance: P. Davidson (Clerk).

01 WELCOME FROM THE CHAIRMAN

20/21

The Chairman welcomed Councillors to this first remote meeting of the Joint Burial Committee.

02 TO NOTE APOLOGIES FOR ABSENCE

20/21

Apologies were received from Cllrs. C. Broom (personal) and F. Freeman (unwell).

03 OPEN FORUM

20/21

No members of the public in attendance.

04 TO APPROVE THE MINUTES

20/21

It was **AGREED** that the minutes of the meeting of the Joint Burial Committee held on Tuesday 3 December 2019 be **APPROVED**.

05 DECLARATIONS OF INTEREST

20/21

None.

06 CLERK'S REPORT

20/21

The Clerk advised that the June meeting of the Burial Committee would ordinarily have been the Annual Meeting, where a Chairman and Vice Chairman would be elected. However, the Government had issued a dispensation which permitted such elections to be delayed until 2021 if necessary. The Clerk asked for confirmation from Councillors that they wished to continue with the current chairmanship arrangements until the Annual Meeting in 2021. Councillors concurred fully with this approach.

The Clerk reported that the process of registering the cemetery land had now progressed to the point where a submission had been made to the Land Registry. Turn-around times for registrations were believed to be between 6 and 9 months, so a response was not expected from the Land Registry for some time to come.

07 **FINANCIAL MATTERS FOR CONSIDERATION**

20/21

- a) End-of-year financial summary: to consider the payments/receipts variance report as at 31 March 2020, together with the summary of Allocated and General Reserves

The Clerk reported that the Committee’s finances remained in good health. He also pointed out that the Allocated Reserves were building up, which was appropriate because of the future need for significant expenditure on the chapels and the lodge.

- b) Asset Register update: to note

Noted.

- c) To receive the report from the Internal Auditor

The report was noted.

- d) To formally approve the internally audited accounts for 2019/2020

After review, it was **AGREED to approve the internally audited accounts for 2019/20 and the Chairman and Clerk were duly authorised to sign the accounting statement.**

- e) To approve the Accounts for Payment

The Clerk reported that Cllr. Mrs Borland had verified the accounts for the period 1 December 2019 to 31 May 2020 in accordance with the Committee’s Financial Regulations.

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

Net	VAT	Total	Payee	Purpose
£20,244.65	£1,991.12	£22,235.77	Crewkerne Town Council	Reimbursement for period: 1 December 2019 – 31 March 2020
£7,030.32	£1,016.80	£8,047.12	Crewkerne Town Council	Reimbursement for period: 1 April – 31 May 2020

- f) To report the bank reconciliation for April 2020 has been completed

The report was noted. It was noted that cash in hand at the bank as at 30 April 2020 was £64,907.70.

08 **TO APPROVE APPLICATIONS, TRANSFERS AND MEMORIALS RECEIVED**

20/21

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

PLOT PURCHASE

Robert Beasley	EXQ22
Colin White & Susan Herne	CSKNE221
Mr & Mrs Meaden	CSKNE191
Jennine Oldis	EXQ24
Richard Langford & Zena Morgan	EXQ23
Stokes Partners	CSKNE224
Jennine Oldis	EXQ24

Stokes Partners
Geraldine Clotworthy

CSKNE224
EXQ26

TRANSFERS

Peter Barlett & Sally Notley
Richard & Ronald Hall
Gary Moss

P4 1556
EXL16
EXM06

MEMORIALS

D McCall & Cordelia Worsley
Julie, Richard & Nick Keylock
Nicola McIntyre
Jane Allen
Richard Newbery
Raymond & Phillip Gowers
Rebecca Peck
Paula Edwards
Frederick Thrumble
Peter Kingston
Susan Rodgers
Gary Moss
Peggy & Steven Lacey
Hannah Langdon

R1 1871
CSKNE02A
W1 3172E
EXP18
CSKNE79
EXF03
C3 219
EXQ30
EXP21
EXM38
H1 1020
EXM06
EXP41
G 852

09 **TO APPROVE THE DATES FOR COMMITTEE MEETINGS AS**
20/21 **6 OCTOBER 2020, 1 DECEMBER 2020 AND 6 APRIL 2021**

The meeting dates were **APPROVED**.

10 **MATTERS OF REPORT**
20/21

In view of the corona virus pandemic, it was agreed that, sadly, the cemetery Open Day normally held in September would need to be cancelled.

11 **DATE OF THE NEXT MEETING**
20/21

Tuesday 6 October 2020 at 6.45 p.m.

The meeting closed at 7.15 p.m.

Signed.....

Dated.....