

CREWKERNE & WEST CREWKERNE

JOINT BURIAL COMMITTEE

Clerk to the Committee:
Peter Davidson

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Councillors are hereby summoned and members of the press and public are welcome to attend a meeting of the Joint Burial Committee to be held in the Council Chambers, Town Hall, Market Square, on **Tuesday 3 October 2017 at 6.45pm.**

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Peter Davidson
Clerk to the Burial Committee
27 September 2017

AGENDA

1. **To note apologies for absence**
2. **Public Participation**
3. **To approve the minutes** of the annual meeting held on 6 June 2017.
4. **Declarations of interest**
5. **Clerk's Report** for consideration.
6. **Financial Matters for consideration:**
 - a) Accounts for Payment: to approve the following payments:

Cheque	Net	VAT	Total	Payee	Purpose
000025	£154		£154	Mr & Mrs Barnum	Reimbursement for plot given up
000026	£13,405.28	£2,118.26	£15,523.54	Crewkerne TC	Reimbursement for period 1 June to 30 September 2017

- b) Bank Reconciliation: to report that the bank reconciliation as at 31 August has been completed.
 - c) Receipts and Payments Variance: to consider the variance report as at 30 September.
 - d) Path improvements budget: to confirm that the current budget allocation for path improvements of £9,000 is to remain unspent this year and the budget transferred to allocated reserves.
 - e) Allocated and General Reserves: to consider the allocated reserves and estimated level of general reserves.
 - f) Budget for 2018/19: to consider the draft budget.
 - g) Cemetery Fees: to review the fees for 2018/19.
 - h) External Audit: to note that the External Audit has been completed with no matters of concern raised.
 - i) Annual review of insurance: to note that the review has been undertaken.
7. **Repairs to the chapel interior and exterior walls**: to consider the quotations received for the repairs to the chapel interior plasterwork and exterior stonework.
8. **To approve applications, transfers and memorials received** per attached list.

9. **Visit of Councillors to the cemetery:** to receive reports from Cllrs. Ms Broome, Freeman and Wakeman on their visits to the cemetery and to determine the rota for the next visits.
10. **Matters of report (for information only).**
11. **Date of the next meeting:** Tuesday 12 December 2017 at 6.45pm in the Council Chambers in the Town Hall, Crewkerne.