

CREWKERNE & WEST CREWKERNE

JOINT BURIAL COMMITTEE

Clerk to the Committee:
Peter Davidson

TOWN HALL
MARKET SQUARE
CREWKERNE
SOMERSET TA18 7LN
TEL: 01460 74001

Email: towncouncil@crewkerne-tc.gov.uk

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 9 October 2018 at 6.45pm.**

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Peter Davidson
Clerk to the Burial Committee
2 October 2018

AGENDA

1. **To note apologies for absence**
2. **Public Participation**
3. **To approve the minutes** of the annual meeting held on 5 June 2018.
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
000036	£5,807.42		£5,807.42	WPS Ltd	Insurance
000037	£31,377.04	£2,025.30	£33,402.34	Crewkerne Town Council	Reimbursement for period: 1 June – 30 September 2018

- b) Bank Reconciliation: to report that the bank reconciliation as at 31 August has been completed.
 - c) Quarterly Report: to receive the second quarter financial report.
 - d) Allocated and General Reserves: to receive a report on allocated reserves and estimated level of general reserves.
 - e) Cemetery fees: to review the fees for 2019/20.
 - f) Budget for 2019/20: to consider the draft budget.
 - g) Format of Burial Committee accounts: to note the changes to the format of the accounts for the Burial Committee.
 - h) Annual review of insurance: to note that the review has been undertaken.
7. **Repairs to the chapel exterior walls**: to approve the next phase of the repointing of the exterior walls of the east chapel in accordance with the quotation received.
8. **Cages on plots**: to receive a report on the current situation regarding cages on plots and to consider whether further action should be taken.
9. **Correspondence**: to consider the correspondence received regarding damage to a headstone.
10. **To approve applications, transfers and memorials received** per attached list.
11. **Visit of Councillors to the cemetery**: to receive reports from Cllrs. Ms Broome and Pailthorpe on their visits to the cemetery and to determine the rota for the next visits.
12. **Matters of report (for information only)**.
13. **Date of the next meeting**: Tuesday 11 December 2018 at 6.45pm in the Council Chambers in the Town Hall, Crewkerne.