

WOLSTON, BRANDON & BRETTFORD
JOINT BURIAL COMMITTEE

MINUTES OF THE MEETING HELD VIA ZOOM AT 7.00PM
ON THURSDAY 25th MARCH 2021

Members of the public in attendance: One

Public Form topics:

In response to a query from a resident it was explained that a quantity of the clean stones from the car park had been laid on the trackway up into the cemetery.

A resident commented that the manhole cover needed more attention. This will be taken up with the contractor, together with the edging between the newly surfaced car park and the entrance way.

A resident commented that the work on the car park had been a costly improvement.

A resident queried the agenda item to consider a quotation from Mr Wale and the clerk explained that Mr Wale had already carried out some tree surgery work last year and that this was a second batch of tree surgery that needed to be undertaken.

Apologies were recorded from Mr Wright.

The public forum then closed.

Present

Councillor Mr David Cross

Councillor Mr Robert Grainger

Councillor Mr Timothy Harvey-Smith

Councillor Mr Andrew Kirby

Councillor Reverend Iain Rennie (Chairman)

Councillor Mr Peter Wilson

Mrs Juliet Carter (Clerk)

76 JBC 2021 Apologies

It was resolved that apologies for absence from Councillor Mrs Mary White (illness of husband) be recorded.

77 JBC 2020 Declaration of Interest

None declared.

78 JBC 2020 Minutes

Minutes of the Meeting held on 21st January 2021, having been circulated to the Committee members, were proposed by Councillor Mr David Cross and seconded by Councillor Mr Andrew Kirby to be a true record, this was agreed unanimously, and the minutes will be signed at a later date by the Chairman, Councillor Reverend Iain Rennie.

79 JBC 2020 Progress Report

Nothing outstanding

65 JBC 2020 Correspondence

The clerk had been in correspondence with a lady who wished to reserve a burial plot and she has paid the £400 deposit, as agreed at the last meeting of the WBBJBC. The only other correspondence was bank statements, plus the usual emails and telephone calls from funeral directors, stonemasons, grave digger, relatives, contractors, councillors and members of the public. These did not contain any matters that the Clerk considered needed to be drawn to the attention of Councillors

as they were all considered to be part of the routine administration of the JBC.

66 JBC 2020 Finance

a) It was proposed by Councillor Robert Grainger and seconded by Councillor Mr David Cross to approve the payments below made in the period from 12/12/2020 to 12/2/21. This was unanimously agreed.

Expenditure

Daren Daly concrete setts	£1460.00
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b) It was proposed by Councillor Robert Grainger and seconded by Councillor Mr David Cross to approve the receipts below made in the period from 12/12/2020 to 12/2/21. This was unanimously agreed.

Income

D Popovic new mem P Timms	£198.00
P Rowe re-open grave non parishioner	£759.00
J Townsend new grave parishioner	£632.50
J Kenney re-open grave non parishioner	£759.50
Mrs Darwood donation	£20.00

Resolved: That the Finance report & Bank Statements fully reconciled and confirmed that these will be signed at a later date.

c) Precepts

Whilst it was necessary to ask the parish councils for precepts this year, it was noted that the constitution of the JBC stated that the JBC should be self-financing. Although the deposit account held £50,000; £40,000 was ring-fenced for the purchase of land to extend the cemetery. The clerk had contacted the parish council clerks and provision had been made in their budgets.

Resolved: It was proposed by Councillor Robert Grainger and seconded by Councillor Mr David Cross to ask Wolston Parish Council for a precept of £3,000 and Brandon & Bretford Parish Council for a precept of £1,500 and this was unanimously agreed.

d) Budget

Once the draft budget had been amended to include the amount due from precepts in place of the funds transferred from the deposit account, the draft budget, as previously considered at an informal meeting, was approved.

Resolved: It was proposed by Councillor Robert Grainger and seconded by Councillor Mr Peter Wilson to approve the budget and this was agreed unanimously.

e) Fees

It was noted that the Wolston Cemetery fees were considerably lower than other local cemeteries.

Resolved: It was proposed by Councillor Robert Grainger and seconded by Councillor Mr Andrew Kirby to increase the cemetery fees by 20% each year for the next five years, to be reviewed annually and this was agreed unanimously.

As from 1st April 2021

FEES & CHARGES WOLSTON CEMETERY, DYERS LANE, WOLSTON, WARWICKSHIRE

Interments where exclusive rights are granted

Exclusive rights of burial for first burial for parishioner	£759.00
Non parishioner	£1,518.00

Child up to 16 years parishioner	nil
Child up to 16 years non parishioner	£383.00

Subsequent burials or interments

Person over 16 years	£455.00
Non parishioner	£911.00

Subsequent burials of cremated remains only in existing grave

Parishioner	£231.00
Non-Parishioner	£462.00

Cremation Plots in Garden of Rest

Parishioner	£455.00
Non-Parishioner	£911.00

Memorials

Where exclusive rights have been granted	
Headstone – new memorial	£238.00
Additional memorial	£139.00
Additional inscription	£112.00
Kerbstones	£165.00
Memorial vase (up to 1' 3" high x 1' wide)	£53.00

e) Financial Risk Assessment

Resolved: It was agreed that Councillor Robert Grainger, Councillor Mr David Cross and the clerk should hold meetings over Zoom to go through the financial risk assessment before the audit in April/May.

f) Unity Trust Bank

It was noted that Wolston Parish Council had agreed to transfer their accounts to Unity Trust Bank with effect from 1st April. NALC and WALC already had on-line bank accounts with Unity Trust Bank.

Resolved: It was agreed that the Joint Burial Committee should transfer its account to Unity Trust Bank but that this move should be delayed until approximately November 2021 with the option to review subject to the experience of Wolston Parish Council.

67 JBC 2020 Repairs and improvements to the cemetery

a) Water supply.

Resolved:

Councillor Mr Andrew Kirby proposed, and Councillor Mr Robert Grainger seconded a proposal that as the question of ownership of the water supply had not been resolved and it was considered that the JBC did not have sufficient funds to pay for the project, the JBC should rescind its earlier decision taken in November to award the contract for the new water supply to Mr Stephen. This was agreed with one abstention. Although six months had not elapsed since the earlier decision there was considered to be exceptional reason to rescind the resolution of November 19th 2020.

b) Car Park

There was considerable discussion on whether there had been sufficient consultation with the whole committee before authorising the additional expenditure of further granite chippings to re-surface the car park. It was hoped that some of these chippings could be salvaged for use elsewhere in the cemetery.

Resolved: It was unanimously agreed that Mr Stephens should be asked to carry out the work on the car park in March and that he should be asked to give very specific schedule for the work so that funeral directors could be warned that the car park would be out of action and the contract for the work on the entrance to the car park should be awarded to McDonald Surfacing, who had provided a very reasonable quotation and that this work should follow on after Mr Stephens had completed his.

It was noted that planning permission might be required for the work on the car park and Councillor Mr Robert Grainger agreed to contact the RBC planning officer accordingly.

68 Interments where exclusive rights are granted

Jack Townsend new grave, parishioner

James Kenney re-open grave non parishioner

Michael John O'Donovan new grave non parishioner previously reserved.

Peter Ward new grave parishioner previously reserved

69 JBC 2020 Memorial Applications

Application for P & R Sands new memorial was unanimously approved.

70 JBC 2020 Review of Policy on Reserved Graves

Resolved: Councillor Mr Robert Grainger proposed, and Councillor Mr Andrew Kirby seconded a motion that a reservation fee of £400 be paid to reserve a grave and £200 to reserve an ashes plot, these sums would then be deducted from the final fee, payable at the rate applicable when the plot was taken up. This was agreed unanimously.

71 JBC 2020 Clerk's training course.

Resolved: It was agreed unanimously to authorise payment of £36 for the clerk to go on a Zoom WALC training course in February on grants of exclusive rights of burial.

72 JBC 2020 Future Agenda Items

Resolved: The committee agreed to place the preparation for the audit and internal audit by the Committee on the agenda for the next meeting.

73 JBC 2020 Date of Next Meeting

The next meeting of the Committee will be on Thursday 18th March 2021 at 7.00 pm via Zoom.

74 JBC 2020 Exclusion of Public and Press – In accordance with Paragraph 1 (2) of The Public Bodies (Admission to Meetings) Act 1960, the Joint Burial Committee of Wolston Parish Council is invited to Resolve that the press and public be excluded from the meeting during consideration of the following agenda item/s owing to the confidential nature of the business to be transacted and the public interest would not be served in disclosing that information. The exclusion is on the grounds that items of business to be discussed are likely to include matters which are personal and confidential and are exempt from disclosure. **Resolved accordingly.**

The meeting closed at 8.50 pm.

CONFIDENTIAL ITEMS NOT FOR PUBLICATION

75 JBC 2020 Extension to the Cemetery

It was noted that there was sufficient space for graves for quite some time and that a CPO would probably not be granted until the need was classed as “urgent”. However, Councillor Mr Robert Grainger wished to have placed on record his concern that the JBC needed legal advice as to whether a CPO was possible and that there was insufficient knowledge of the process involved. The draft Neighbourhood Development plan has designated the field to the south of the cemetery for a possible extension of the cemetery.

Resolved: The committee agreed to place the matter of extending the cemetery into abeyance, take it off the agenda and review it in several years’ time.