

WOLSTON, BRANDON & BRETTFORD  
JOINT BURIAL COMMITTEE

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

Members of the public in attendance: One

Public Forum 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 2021 Declaration of Interest

None declared.

78 JBC 2021 Minutes

Minutes of the Meeting held on 21<sup>st</sup> 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 2021 Progress Report

Nothing outstanding

80 JBC 2021 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.

### **81 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 re-surfacing car park	£760.00
WALC clerk's training course	£36.00
ICO Data protection fee	£40.00
Daren Daly re-surfacing car park	£610.00
Greenways Garden Services	£300.00

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**

R & P Sands new memorial Memorials of Distinction	£198.00
B Johnson new memorial Charnleys	£198.00

#### **Resolved:**

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

b) **That the receipts be approved**

c) **Resolved: It was unanimously agreed to accept the quotation of £300 for tree surgery from Mr Graham Wale.**

d) and e) **Internal Audit & Financial Risk Assessment**

**Resolved: It was unanimously agreed that Mr Michael Spencer should be appointed to conduct the audit. It was agreed that Councillor Robert Grainger, Councillor Mr David Cross and the clerk should hold meetings to go through the financial risk assessment and carry out an internal audit.**

### **82 JBC 2021 Exclusive Rights of Burial**

Roy Power interment of ashes, previously reserved.

Jean Jones interment of ashes in existing grave.

### **83 JBC 2021 Memorial Applications**

**Resolved: That the applications of additional inscriptions for Jean Jones and John Gibbs and an application for a new memorial for Mr & Mrs Holton were unanimously approved.**

It was noted that Mr Timm's applications were retrospective.

### **84 JBC 2021 Review of Moratorium on new benches**

It was proposed by Councillor Robert Grainger and seconded by Councillor Mr Andrew Kirby that the Moratorium on new benches should remain and that relatives could be offered the option of memorial trees instead.

**Resolved accordingly.** (It was noted that memorial trees should not be planted in the top right hand of the cemetery as access might be needed into the adjacent field)

**85 JBC 2021 Future Agenda Items**

Councillors are requested to use this opportunity to raise items for future agendum, and are respectfully requested to advise the Clerk to the Committee of any future agenda item at least 10 working days before the next meeting

**86 JBC 2021 Date of Next Meeting**

The next meeting of the Committee will be on Thursday 24<sup>th</sup> June 2021 at 7.00 pm, starting with an inspection of the cemetery if restrictions permitted it.

**87 JBC 2021 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 then closed to the public.