

MINUTES of a Meeting of the Cemetery Committee held on Tuesday 6 February 2018 in the Memorial Hall, Haxby, at 7.30 pm

PRESENT: Cllr D Rice (Chairman) Cllr M Harrison
 Cllr N Wyatt Cllr S Finch
 Cllr R Denton Cllr J Jeffrey
 Mark Scott (Clerk)

APOLOGIES

1. Apologies were received from Cllr P Vaughan.

DECLARATIONS OF INTEREST

2. None

MINUTES

3. **RESOLVED that the Minutes of the meeting held on 5 December 2017 be signed as a true and accurate record.**

UPDATE ON PEST CONTROL

4. The Clerk reported that the mole controller had been working in the cemetery recently following a recent upturn in mole activity. He reported that 3 moles had been eliminated and that work is ongoing. The Clerk added that the gentleman who controls rabbits had attended the Cemetery on 23rd January 2018 and had eliminated 2 rabbits.

REPAIR OF HEADSTONES

5. The Chairman reported that he had met the stonemason to discuss whether 6 loose headstones needed repair or not. It was agreed that the following headstones were all in need of repair:

Thomas Carey Plot 9 Grave No: 65
 Max Goscinski Plot 11 Grave No: 13
 Karl Ingle Plot 11 Grave No: 16
 Mabel Fisher Plot 12 Grave No: 6
 Reginald Bailey Plot 12 Grave No: 19
 Eleanor Brown Plot 12 Grave No: 28

The Chairman explained that the stonemason is to remove 3 headstones at a time in order to take them away for repair. The Committee then agreed that each stone taken away should have a marker put in its place so that any visitors are aware of what is happening.

TREES AND SHRUBS

6. The Chairman reported that a sign had been put in place on a grave 24/25, plot 8, stating that the conifer tree planted on the grave would be removed if still there on 1 April 2018 as it was now too big. Cllr Jeffrey then stated that he had identified the son of the couple buried there. As a result the Committee requested that a letter should be sent to the son advising the proposed action.

EXCESS SOIL

7. The Chairman reported that the excess soil had been removed.

PARKING SIGN

8. The Chairman explained that a complaint had been received from a member of the public concerning the proximity of a car parking sign to one of the memorial plaques in plot 19.
RESOLVED that the sign be moved a 2 to 3 feet to the left in order to resolve the issue.

NON-RESIDENT REQUEST

9. The Chairman read out a request from the daughter of a couple of non-residents who wanted her mother and father to be allowed to purchase a cremated remains space in the Cemetery. The Committee considered the request carefully before making their decision.
RESOLVED that the non-residents be allowed to purchase a space in the cremated remains section of the Cemetery subject to the request being received in writing from the non-residents and double fees as per existing policy.

REQUEST FROM FUNERAL DIRECTOR

10. The Chairman read out a request from a funeral director requesting that his client be allowed to purchase a cremated remains space in the Cemetery. The client and her late husband both being non-residents. The Committee considered the request carefully before making their decision.
RESOLVED that the non-resident be allowed to purchase a space in the cremated remains section of the Cemetery for her and her late husband, subject to the request being received in writing from the non-resident and double fees as per existing policy.

FINANCIAL STATEMENTS

11. The Financial Statement to 31 December 2017 detailing payments of £1117.00 including VAT and receipts of £1440 was copied to Committee members. In addition the Financial Statement to 31 January 2018 detailing payments of £564.87 including VAT and receipts of £2852.25 was also copied to Committee members.

RESOLVED that the Financial Statements to 31 December 2017 and 31 January 2018 be approved.

BUDGET UPDATE FIGURES FOR THE YEAR TO DATE AS AT 31 JANUARY 2018

12. Budget update figures as at 31 January 2018 were as follows:

| | Budgeted Income | Actual Income to date | Estimated Income - Year |
|---------------------------|----------------------------|--------------------------------------|--|
| | 2017/2018 | 31/01/2018 | 2017/2018 |
| <u>INCOME</u> | | | |
| Burials } | 20,000.00 | 14,060.00 | 20,000.00 |
| Reserved Graves } | | 5,690.00 | 0.00 |
| Memorials | 4,000.00 | 3,585.00 | 4,000.00 |
| Bank Interest | 20.00 | 730.67 | 730.67 |
| Allowance/Grants | 829.92 | 829.92 | 829.92 |
| Administrative Charges | | 25.00 | 25.00 |
| Buy Back Scheme | | 400.00 | 400.00 |
| Council Tax Refund | | 77.33 | 77.33 |
| Total exc VAT | 24,849.92 | 25,397.92 | 26,062.92 |
| VAT Refunds | | 0.00 | 0.00 |
| TOTAL inc VAT | 24,849.92 | 25,397.92 | 26,062.92 |
| - | Actual | Actual | Estimated |
| - | Budget | Expenditure | Expenditure |
| <u>EXPENDITURE</u> | 2017/2018 | 31/01/2018 | 2017/2018 |
| Maintenance | 4,000.00 | 368.64 | 4,000.00 |
| General Admin | | 0.00 | 0.00 |
| Buy Back Scheme | | 0.00 | 0.00 |
| Burials | | 0.00 | 0.00 |

| | | | |
|--|------------------|------------------|------------------|
| Grass Cutting | 4,200.00 | 0.00 | 4,200.00 |
| Council Tax | 1,166.32 | 1,166.32 | 1,166.32 |
| Water | 40.00 | 27.83 | 40.00 |
| Audit | 150.00 | 150.00 | 150.00 |
| Insurance | 1,500.00 | 1,335.95 | 1,335.95 |
| Haxby TC Admin Costs | 2,200.00 | 1,223.60 | 2,200.00 |
| Miscellaneous/Contingency | 500.00 | 0.00 | 500.00 |
| | | | |
| TOTAL exc VAT | 13,756.32 | 4,272.34 | 13,592.27 |
| | | | |
| VAT Paid | | 0.00 | 0.00 |
| | | | |
| TOTAL inc VAT | 13,756.32 | 4272.34 | 13592.27 |
| | | | |
| <u>SURPLUS/DEFECIT (EX VAT)</u> | 11,093.60 | 21,125.58 | 12,470.65 |

The budget figures to 31 January 2018 were circulated to Committee members and approved.

INTERMENTS AND MEMORIALS

13.

BURIAL MATTERS - 6 December 2017 - 6 February 2018

Interments

Geraldine Margaret Bean Plot 30 Grave No: 39 Exclusive Right of Burial Certificate No: 1905

Steven William Bonney Plot 25 Grave No: 51 Exclusive Right of Burial Certificate No: 1908

Lawrence Grainger Plot 12 Grave No: 53 (Reserved)

Margaret Eugenie Jones Plot 30 Grave No: 50 Exclusive Right of Burial Certificate No: 1910

Stewart Gordon Jones Plot 17 Grave No: 40 (Reserved)

Margaret Spink Plot 23 Grave No: 54 (Reserved)

David Spink Plot 23 Grave No: 54(Cr Reserved)

Doreen Rose Norman Plot 30 Grave No: 52 (Reserved)

Desmond Goodwill Plot 23 Grave No: 26 (Reserved)

Elizabeth Ruth Atkins Plot 20 Grave No: 44 (Reserved)

Hazel Wears Plot 19 Grave No: 78 (Reserved)

Reserved

Plot 25 Grave No: 50 Exclusive Right of Burial Certificate No: 1906

Plot 30 Grave No: 49 Exclusive Right of Burial Certificate No: 1907

Plot 25 Grave No: 52 Exclusive Right of Burial Certificate No: 1909

Memorials

Barbara Hilary and Eric Kendall Ford Plot 18 Grave No: 13

Michael Herbert Plot 25 Grave No: 15 and Maureen Herbert Plot 25 Grave No: 14

MATTERS FOR INCLUSION ON THE NEXT AGENDA

14. The Chairman advised that items for inclusion on the agenda should be sent to the office no later than one week before the meeting. He also added that all future agendas should include an item for member observations relating to the condition of the Cemetery.

DATE OF NEXT MEETING

15. It was agreed that the next meeting of the Cemetery Committee will take place on the Tuesday 24 April 2018 at 7.30pm in the Haxby Town Council Office. Members will be required to meet in the Cemetery before the meeting at 7pm to carry out topple testing and a general review of the Cemetery.

There being no further business the meeting closed at 8.10pm.

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Chairman

(These Minutes are displayed 'unsigned' and are subject to correction at the next Committee Meeting.)