

MINUTES of a Meeting of the Cemetery Committee held on Tuesday 23 October 2018 in the Memorial Hall, Haxby, at 7.30 pm

PRESENT:

Cllr D Rice (Chairman)	Cllr J Jeffrey
Cllr N Wyatt	Cllr R Denton
Cllr S Finch	Cllr M Harrison
Jenny Bell (Deputy Clerk)	

Also present were three members of the public.

The Chairman spoke to the members of the public prior to the meeting as they had an interest in item 5 on the agenda.

APOLOGIES

1. Apologies were received from Cllr P Vaughan and Cllr T Richardson.

DECLARATIONS OF INTEREST

2. None.

MINUTES

3. **RESOLVED that the Minutes of the meeting held on 21 August 2018 be signed as a true and accurate record.**

UPDATE ON PEST CONTROL

4. The Chairman reported that rabbit control during the months of August and September had resulted in a total of 3 rabbits being eliminated.

REQUEST FROM NON-PARISHIONER (1)

5. A request had been received from a non-parishioner for permission to purchase a cremated remains space in the cemetery for herself and her late husband. The Chairman explained the circumstances which involved selling back a previously reserved grave in Plot 14 Grave No: 40 due to a change in family circumstances. It was confirmed that all members of the family were happy for this request to go ahead.
RESOLVED to grant permission to the applicant to purchase a cremated remains space in Plot 30 and sell back the previously reserved grave less a £25 administration fee.

REQUEST FROM NON-PARISHIONER (2)

6. A request had been received from a non-parishioner and her partner to purchase two graves (No's 70 and 71) in Plot 25 close to her parents graves (No's 35 and 36) in the same plot.
RESOLVED to grant permission to the applicant and her partner to purchase grave No's 70 and 71 in Plot 25 but offer the option of interring her and her partners cremated remains in her parents graves.

MEMORIAL BENCH REQUEST

7. The Deputy Clerk informed members of the Committee that as yet there had been no response from the resident wishing to purchase and position a memorial bench by Plot 21 near to Grave 17. It was agreed to remove this item from the agenda until a response was received.

OVERHANGING TREES NEAR PLOT 18

8. The Chairman reported that he had met with a contractor to discuss the overhanging trees this morning and agree the work to be carried out. This would be done as a Health and Safety matter.

RE- POSITIONING OF MEMORIAL BENCH TO PLOT 30

9. The Deputy Clerk reported that the Clerk had been in touch with a contractor and was currently arranging to meet him at the Cemetery to discuss the re-positioning of the bench and to obtain a quotation for the costs involved.

LOOSE MEMORIALS

10. The Deputy Clerk reported that the re-fixing of headstones identified at the last meeting had been requested and that these should be re-fixed shortly. The Deputy Clerk was asked to ensure the work would be carried out before the next Cemetery Committee meeting.

GENERAL OBSERVATIONS FROM CEMETERY INSPECTION

11. Members of the Committee were asked to visit the cemetery a few days prior to the meeting. The Chairman reported that he had cut back the shrubs on certain graves which had been identified at the previous site visit. There were no other items to report.

GARDEN OF REMEMBRANCE RULES AND REGULATIONS

12. The Deputy Clerk asked for a bit more clarity on the rules for interring cremated remains in the Garden of Remembrance. The Chairman confirmed that each allocated area would be 1 metre in diameter and 3 metres apart. It was agreed

that the allocated areas would be chosen by the Chairman with no plan of the area required. The cremated remains would be either interred in a bio-degradable container or poured into the ground. The family would be asked to purchase a shrub/plant from an existing list. Only a very small plaque would be permitted. It was agreed to record the names of the cremated remains and the date of the interment. Administrative work should be kept to a minimum with no fee charged.

ADMINISTRATION FEES

13. The Deputy Clerk reported that the total administration costs due to be paid to Haxby Town Council for the months of August 2018 and September 2018 totalled £468.28. The total cost from April 2018 – September 2018 was £1,333.08.

FINANCIAL STATEMENTS

14. The Financial Statement to 31 August 2018 detailing payments of £1185.96 including VAT and receipts of £2255 was copied to Committee members. In addition the Financial Statement to 30 September 2018 detailing payments of £1173.82 including VAT and receipts of £770 was also copied to Committee members.

RESOLVED that the Financial Statements to 31 August 2018 and 30 September 2018 be approved.

BUDGET UPDATE FIGURES FOR THE YEAR TO DATE AS AT 30 SEPTEMBER 2018

15. Budget update figures as at 30 September 2018 were as follows:

	Budgeted Income	Actual Income to date	Estimated Income - Year
	2018/2019	30/09/2018	2018/2019
<u>INCOME</u>			
Burials }	21,000.00	6,480.00	21,000.00
Reserved Graves }	7,000.00	2,265.00	7,000.00
Memorials	4,500.00	3,350.00	4,500.00
Bank Interest	750.00	946.28	750.00
Allowance/Grants	830.00	0.00	830.00
Administrative Charges		25.00	
Buy Back Scheme		0.00	
Council Tax Refund		0.00	
Total exc VAT	34,080.00	13,066.28	34,080.00

VAT Refunds		962.00	0.00
TOTAL inc VAT	34,080.00	14,028.28	34,080.00
-	Actual	Actual	Estimated
-	Budget	Expenditure	Expenditure
<u>EXPENDITURE</u>	2018/2019	30/09/2018	2018/2019
Maintenance	4,000.00	1,602.16	4,000.00
General Admin		0.00	0.00
Buy Back Scheme		710.00	0.00
Burials		0.00	0.00
Grass Cutting	4,200.00	0.00	4,200.00
Council Tax	1,291.41	707.15	1,291.41
Water	40.00	55.94	40.00
Audit	300.00	300.00	300.00
Insurance	1,500.00	1,322.60	1,500.00
Haxby TC Admin Costs	2,200.00	864.80	2,200.00
Miscellaneous/Contingency	500.00	0.00	500.00
TOTAL exc VAT	14,031.41	5,562.65	14,031.41
VAT Paid		314.00	920.00
TOTAL inc VAT	14,031.41	5876.65	14951.41
<u>SURPLUS/DEFECIT (EX VAT)</u>	20,048.59	7,503.63	20,048.59

The budget figures to 30 September 2018 were circulated to Committee members and approved.

INTERMENTS AND MEMORIALS

16.

BURIAL MATTERS - 22 August 2018 – 23 October 2018

Interments

Gordon William Riby Plot 9 Grave No: 63 (Reserved)

Brian William Easthill Plot 30 Grave No: 62 Exclusive Right of Burial Certificate No: 1929

23 October 2018

William Henry Shaw Plot 13 Grave No: 48 (Reserved)
 Gordon Watson Plot 30 Grave No: 60 Exclusive Right of Burial Certificate No: 1927
 Margaret Geraldine Lavinia McAthur Plot 19 Grave No: 110 (Reserved)
 Derek William Bruce Filer Plot 30 Grave No: 68 Exclusive Right of Burial Certificate No:
 1924
 Denise Stopforth Plot 30 Grave No: 65 Exclusive Right of Burial Certificate No: 1933
 Joan Barker Plot 25 Grave No: 20 (Reserved)
 Audrey Gwyneth Belardine Plot 14 Grave No: 78 (Reserved)
 Charles Edward Calvert Plot 25 Grave No: 60 Exclusive Right of Burial Certificate No:
 1934

Interments in Garden of Remembrance

Gerald Bainbridge
 Evelyn Doylin Kee

Reserved

Plot 30 Grave No: 61 Exclusive Right of Burial Certificate No:1928
 Plot 30 Grave No: 63 Exclusive Right of Burial Certificate No:1930
 Plot 30 Grave No: 59 Exclusive Right of Burial Certificate No:1931
 Plot 30 Grave No: 64 Exclusive Right of Burial Certificate No:1932
 Plot 25 Grave No: 61 Exclusive Right of Burial Certificate No:1935
 Plot 30 Grave No: 85 Exclusive Right of Burial Certificate No:1936

Memorials

Faye Turner Plot 25 Grave No: 48
 Patrick Jerome Black Plot 30 Grave No: 38
 Brian William Easthill Plot 30 Grave No: 62
 Maria Fehintola Awoleye Plot 24 Grave No: 38
 Marianne Elsa Herta Wathey & Peter George Wathey Plot 30 Grave No: 57
 Keith Richard Sturdy Plot 30 Grave No: 63
 Geraldine Bean Plot 30 Grave No: 39
 Kenneth Edward Ariel Plot 30 Grave No: 58

Additional Inscriptions

Rita Benson Plot 15 Grave No's: 62,63

MATTERS FOR INCLUSION ON THE NEXT AGENDA

17. 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

18. It was agreed that the next meeting of the Cemetery Committee will take place on Tuesday 22 January 2019 at 7.30pm in the Haxby Town Council Office.

There being no further business the meeting closed at 8.03pm.

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Chairman

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