

Meeting on the Cemetery Committee on 20 November 2017

at 26 Market Place Snaith

Present

Cllr. D. Butterfield, Cllr. G. Hulme, Cllr. P. Lacey, Cllr. R. Lyons

Approval of Minutes

Minutes of the Cemetery Committee were circulated to council members and taken as a true record of the meeting held on Monday 6 September 2017. Signed by the Chairman of the committee, proposed Cllr. R. Lyons seconded Cllr. P. Lacey and agreed.

Apologies for Absence

Apologies received from Cllr. C. Emsen, Cllr. S. Jones

To record declarations of interest by any member of the council in respect of the agenda items listed below

None

Public Participation

None

Matters arising from Handover Meeting with Clerk

Ashes Plot – Removal Of Tree Stump

The Clerk advised the tree stump had been removed from the ashes section and the location of 2 new plots for Mr and Mrs Nichols had now been created. The Clerk requested confirmation from the committee they were happy with the outcome. Proposed Cllr. R. Lyons seconded Cllr. P. Lacey and agreed.

Identification of Reserved Plots

The Clerk advised she had spoken to a number of funeral directors and would now work with them to identify purchased plots. Noted by committee members.

Update of Terms of Reference

The Clerk advised she was still working on the Terms of Reference and hoped to have a completed copy within the next 2 months. Noted by committee members.

Financial Regulations

The Clerk advised this was also ongoing. Noted by committee members.

Risk Assessment

The Clerk advised a risk assessment needed to be carried out on the site. It was agreed for the clerk to work on this with committee members.

Asset Register / Valuation of Land

The clerk advise an asset register was required covering all pieces of furniture, gates and value of land. Cllr. R. Lyons proposed instructing a local estate agent to value to land seconded Cllr. G. Hulme and agreed.

Accounts 2016 - 2017 / 2017 – 2018

The Clerk advised a full list of outstanding burial charger were been pulled together and would be presented to funeral directors for payment. The clerk noted some payments were outstanding from 2015. Noted by committee members.

Matters arising from Committee Members Visit

Cllr. Lacey noted the issue with moles on site. Cllr. R. Lyons proposed contacting Boothferry Pest control for an assessment of site and any treatment required seconded Cllr. G. Hulme and agreed

Accounts

Payments were read to committee members proposed Cllr. R. Lyons seconded Cllr. G. Hulme and agreed

..... Signature

..... Date