

SALTASH TOWN COUNCIL

Minutes of the Meeting of the Burial Authority held at the Guildhall on Wednesday 14th February 2018 at 2:00 p.m.

PRESENT: Councillors: J Dent, M Parker – Vice Chairman, W Phillips - Chairman, A Pinkney, D Yates.

ALSO PRESENT: 1 Members of the Public, Mr B Jones - St Stephens PCC, D Fowell - Pengelly Funeral Services, R Lane – Town Clerk, S Burrows – Administration Officer.

APOLOGIES: Councillors: C Warrington.

BA/53/17/18 HEALTH AND SAFETY ANNOUNCEMENTS

The Chairman informed those present of the actions required in the event of a fire or emergency.

BA/54/17/18 RECORDING OF MEETINGS – PLEASE NOTIFY THE CHAIRMAN IF YOU ARE INTENDING TO RECORD THIS MEETING

BA/55/17/18 DECLARATIONS OF INTEREST:

- a. Declarations from Members of any registerable (5A of the Code of Conduct) and/or non-registerable (5B) interests in matters to be considered at this meeting.
- b. Declarations from Members of Matters of Public Interest regarding matters to be considered at this meeting.
- c. Dispensations required.

Councillor	Agenda Item	Pecuniary/Non-Pecuniary	Reason
None			

BA/56/17/18 To note an on-going dispensation for Councillor Rance to act as Chairman of the Saltash Team for Youth and Commissioning of Youth Work.

It was **RESOLVED** to note.

BA/57/17/18 To note an on-going dispensation for Councillors Challen and Miller for Full Council and all associated Committees in relation to their roles as representatives of Saltash Town Council on the Chamber of Commerce.

It was **RESOLVED** to note.

BA/58/17/18 **QUESTIONS FROM THE PUBLIC**

A resident of Saltash asked members to consider relocating the trailer situated at Churchtown Cemetery.

It was **RESOLVED** that the council will respond in writing and that the item be referred to the next Services Committee.

A resident of the town asked members to consider the period of Exclusive Rights of Burial and depth of graves at Churchtown Cemetery.

It was **RESOLVED** to note that STC Exclusive Rights of Burial and depth of graves policy was established from best practice guidance from the Institute of Cemetery and Crematorium Management (ICCM).

BA/59/17/18 **TO RECEIVE THE CURRENT COMMITTEE BUDGET STATEMENT**

a. To receive the current Committee budget statement.
(Appendix A)

It was **RESOLVED** to note.

BA/60/17/18 **REPORT FROM THE CEMETERY WARDEN**

Grass is on schedule.
All funerals have gone well.
Nothing else to report.

It was **RESOLVED** to note.

BA/61/17/18 **TO CONSIDER A REQUEST FOR A MEMORIAL PLAQUE**

The Chairman informed members of a request to place a memorial plaque at Churchtown Cemetery.

It was **RESOLVED** to arrange a site visit to Efford Cemetery and Crematorium to view and review options reporting back to the Burial Authority Committee.

BA/62/17/18 **TO CONSIDER THE DAY AND TIME OF MEETINGS**

Councillor Dent informed members of a request to amend the time of meetings.

It was **RESOLVED** to approve the amendment of meetings to the first Tuesday of the month quarterly commencing at 6pm.

BA/63/17/18 **PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960:**
To resolve that pursuant to Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960 the public and press leave the meeting because of the confidential nature of the business to be transacted. (As required or if necessary).

BA/64/17/18 **PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960:**
To resolve that the public and press be re-admitted to the meeting.

BA/65/17/18 **URGENT NON-FINANCIAL ITEMS AT THE DISCRETION OF THE CHAIRMAN**

None.

BA/66/17/18 **PRESS RELEASES**

None.

BA/67/17/18 **DATE OF NEXT MEETING**

Tuesday 5th June 2018 St Stephens Church upon the rising of the Burial Board.

Rising at: 14:45 p.m.

Signed _____
Chairman

Dated _____