

SALTASH TOWN COUNCIL

Minutes of the Meeting of the Burial Board held at St Stephens Church on Tuesday 5th June 2018 at 6:00 p.m.

PRESENT: Councillors: J Brady (Mayor, ex-officio voting), G Challen (Deputy Mayor, ex-officio voting), M Parker, W Phillips, A Pinckney – Co Chairman, B Jones – St Stephens PCC – Representing Reverend C Sigrist, M Wills – St Stephens PCC.

ALSO PRESENT: 2 Members of the Public, R Lane - Town Clerk, M Orchard – Cemetery Warden, S Burrows – Administration Officer.

APOLOGIES: Councillor: J Dent, Reverend C Sigrist – Co Chairman, S Mckee – St Stephens.

Councillor Pinckney in the Chair.

BB/01/18/19 HEALTH AND SAFETY ANNOUNCEMENTS

Mr B Jones of St Stephens Church informed those present of the actions required in the event of a fire or emergency.

BB/02/18/19 TO APPOINT A CO-CHAIRMAN

It was unanimously **RESOLVED** that Councillor Pinckney and Rev. C Sigrist of St Stephens Church be appointed Co-Chairman.

Councillor Pinckney remained in the Chair.

BB/03/18/19 RECORDING OF MEETINGS – PLEASE NOTIFY THE CHAIRMAN IF YOU ARE INTENDING TO RECORD THIS MEETING

None.

BB/04/18/19 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:

Councillor	Agenda Item	Pecuniary/Non-Pecuniary	Reason
Parker	13	Non-Pecuniary	Have been involved last 3 years

c. Dispensations required:

BB/05/18/19 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.

BB/06/18/19 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.

BB/07/18/19 **QUESTIONS FROM THE PUBLIC**

None.

BB/08/18/19 **TO RECEIVE THE CURRENT COMMITTEE BUDGET STATEMENT**

a. To receive the current Committee budget statement.

It was **RESOLVED** to note.

BB/09/18/19 **HEALTH & SAFETY**

No Report.

BB/10/18/19 **REPORT FROM THE CEMETERY WARDEN**

The Cemetery Warden informed members that St Stephens grass cutting is up to date, the shed is now water tight and that there are no problems to report.

It was **RESOLVED** to note.

BB/11/18/19 **HEALTH AND SAFETY**

No Report.

BB/12/18/19 TO RECEIVE AN UPDATE ON THE PLANTING OF POPPIES TO COMMEMORATE THE END OF WW1

The Town Clerk informed members that the WW1 war graves have now been successfully tidied and planted with poppy seeds and poppies by a hardworking team of Scouts.

It was **RESOLVED** to note and that the Council thanked the Scouts for their hard work and commitment in assisting with the planting of poppy seeds and poppies.

BB/13/18/19 CEMETERY WALL – UPDATE

Councillor Phillips updated members on works to the cemetery wall.

It was **RESOLVED** to note that a road closure is now not required and that the Council's Building Consultant conducts a risk and method statement and that relevant signage be in place prior to the works commencing.

BB/14/18/19 TO RECEIVE AND APPROVE THE MAINTENANCE AGREEMENT WITH CORNWALL COUNCIL FOR THE CLOSED SECTION OF ST STEPHENS CHURCHYARD

The Town Clerk updated members on the proposed maintenance agreement of the closed section of St Stephens Churchyard with Cornwall Council.

It was unanimously **RESOLVED** to approve:

1. That STC undertake the ongoing grass maintenance in the closed section of the Churchyard from Cornwall Council with immediate effect.
2. That the Town Clerk signs and returns the maintenance agreement on behalf of STC.

BB/15/18/19 TO RECEIVE AN UPDATE ON THE INSPECTION OF THE HARRISON TOMB BY CORNWALL COUNCIL

The Town Clerk informed members that arrangements have been put in place by Cornwall Council for the overgrown vegetation to be cleared allowing full access to undertake a visual inspection of the tomb reporting back to STC.

The Town Clerk informed members that there are no ongoing costs being incurred for the safety fencing currently in place by Cornwall Council.

It was **RESOLVED** to note.

Councillor Parker declared an interest in the next agenda item and left the meeting.

BB/16/18/19 WAR MEMORIAL – UPDATE

The Chairman called upon a member of the public, Mr B Brooking, to update the newly appointed representative, M Wills of St Stephens Church.

The Town Clerk informed members that the Faculty application to the Diocese for the two Fire Fighters names to be added to the War Memorial had been resubmitted to the DAC secretary for consideration at a meeting to be held on the 19th June 2018.

It was **RESOLVED** to note and that STC are responsible for the legal fees incurred in this matter.

Councillor Parker was invited and returned to the meeting.

BB/17/18/19 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

BB/18/18/19 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

To resolve that the public and press be re-admitted to the meeting.

BB/19/18/19 URGENT NON FINANCIAL MATTERS BROUGHT FORWARD AT THE DISCRETION OF THE CHAIRMAN

None.

BB/20/18/19 PRESS RELEASES

It was **RESOLVED** to issue a press release regarding:

1. Eva's Little Star Foundation – Supporting families after stillbirth.
2. Closed section of St Stephens Churchyard - Maintenance Works Agreement with Cornwall Council.
3. Cemetery Wall Works.

BB/21/18/19 DATE OF NEXT MEETING

Tuesday 2nd October 2018 held at the Guildhall at 6:00 p.m.

Rising at: 6:35 p.m.

Signed _____
Chairman

Dated _____