

SALTASH TOWN COUNCIL

Minutes of the Meeting of the Burial Board held at The Guildhall on Tuesday 2nd October 2018 at 6:00 p.m.

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

ALSO PRESENT: 1 Member of the Public, D Fowell – Pengelly Funeral Services, R Lane – Town Clerk, S Emmett – Finance Officer, S Burrows – Office Manager, M Orchard – Cemetery Warden, A Chick – Administration Officer.

APOLOGIES: Councillor: Dent.

Reverend Sigrist in the Chair.

BB/22/18/19 HEALTH AND SAFETY ANNOUNCEMENTS

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

BB/23/18/19 RECORDING OF MEETINGS – PLEASE NOTIFY THE CHAIRMAN IF YOU ARE INTENDING TO RECORD THIS MEETING

None.

BB/24/18/19 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
None.			

BB/25/18/19 QUESTIONS FROM THE PUBLIC

None.

BB/26/18/19 HEALTH AND SAFETY

No report.

BB/27/18/19 REPORT FROM THE CEMETERY WARDEN

The Cemetery Warden informed members that grass cutting is up to date including the section taken over from Cornwall Council.

Separate bins for compostable waste and general waste have been introduced, resulting in less black bags.

There is now a lock on the top gate by the nature reserve which means contractors now need to advise when they are coming on site for health and safety reasons.

The boundary wall is ongoing and not causing any problems with access at present and there are no other problems to report.

The Chairman thanked the Cemetery Warden and Groundsman for their hard work.

It was **RESOLVED** to note.

Councillor Pinckney in the Chair.

BB/28/18/19 TO RECEIVE AN UPDATE AND CONSIDER A VIREMENT FROM DEVOLVED ASSETS AND SERVICES GENERAL RESERVES FOR ADDITIONAL BUDGETS COSTS FOR THE CEMETERY WALL

The Town Clerk informed members of the tender process, appointment of Contractor and available budget, (£50,000) at the time of appointment. A further (£10,000) was transferred to the budget - EMF Repairs to Cemetery Wall leaving a shortfall of funds (£3,500) to complete the works.

It was **RECOMMENDED** that:

1. The works continue completing the whole wall.
2. The shortfall of funds (£3,500) be funded from Capital Works arising from Devolved Assets and Services (General Reserves).

The Town Clerk informed members of the section of wall owned and inspected by Cornwall Council considered unsafe by STC.

It was **RESOLVED** to contact Cornwall Council upon completion of the works to the cemetery wall the responsibility of STC to encourage them to repair the section of the wall that is the responsibility of Cornwall Council.

BB/29/18/19 TO RECEIVE AN UPDATE ON THE WAR MEMORIAL APPLICATION TO THE DIOCESE FOR INSCRIPTIONS

Councillor Brady informed members on the progress of the inscriptions on the War Memorial.

It was **RECOMMENDED** to:

1. Formally withdraw STC Faculty application to the Diocese for the two Fire Fighters names to be added to the War Memorial.
2. Pay the charges incurred (£2,186 + VAT) funded from Capital Works arising from Devolved Assets and Services (General Reserves).
3. Refer the matter of the charges to the Solicitors Regulation Authority.

BB/30/18/19 FINANCE

- a. To receive the current Committee budget statement.

It was **RESOLVED** to note.

- b. To set the budget for 2019/20.

In line with the new finance schedule, staffing items will be attached within the Burial Board budget with a 30-70% split with the Burial Authority budget.

It was **RESOLVED** that the budget for 2019/20 be put to the Policy and Resources Committee as part of the precept.

- c. To set the fees and charges for 2019/20.

It was **RESOLVED** that the fees and charges for 2019/20 be put to the Policy and Resources Committee as part of the precept.

BB/31/18/19 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

None.

BB/32/18/19 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

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

BB/33/18/19 URGENT NON FINANCIAL MATTERS BROUGHT FORWARD AT THE DISCRETION OF THE CHAIRMAN

None.

BB/34/18/19 PRESS RELEASES

It was **RESOLVED** to issue the following press releases:

1. Cemetery wall works.
2. St Stephens Church War Memorial update.

BB/35/18/19 DATE OF NEXT MEETING

To be confirmed.

Rising at: 7:10p.m.

Signed _____
Chairman

Dated _____