

SALTASH TOWN COUNCIL

Minutes of the Meeting of the Burial Authority held at St Stephens Church on Wednesday 15th June 2016 at 3:20pm

PRESENT: Councillors: R Austin (Chairman), Mrs J Dent (Deputy Mayor ex-officio), W Phillips.

ALSO PRESENT: Mr B Jones (St Stephens PCC), Mr J Reid (St Stephens PCC), Mr R Lane (Town Clerk), Mrs S Burrows (Administration Officer), Mr M Orchard (Cemetery Warden), Mr R Parson (Hub Manager, The Co-operative Funeralcare), Mr D Fowell (PFS Funeral Director).

APOLOGIES: Councillors: D Holley, L Russell, Mrs H Frank, (Mayor ex-officio).

Councillor Austin in the chair.

HEALTH AND SAFETY ANNOUNCEMENTS

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

BA/01/16/17 TO ELECT A CHAIRMAN

It was **RESOLVED** that Councillor Austin be appointed Chairman.

BA/02/16/17 TO ELECT A VICE CHAIRMAN

It was **RESOLVED** that Councillor Mrs J Dent be appointed Vice Chairman.

BA/03/16/17 RECORDING OF MEETINGS – PLEASE NOTIFY THE CHAIRMAN IF YOU ARE INTENDING TO RECORD THIS MEETING

BA/04/16/17 DECLARATIONS OF INTEREST

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

Councillor	Agenda Item	Pecuniary/Non Pecuniary	Reason
None			

BA/05/16/17 QUESTIONS FROM THE PUBLIC

None.

BA/06/16/17 CHURCHTOWN CEMETERY – SALTASH TOWN COUNCIL BURIAL AUTHORITY

a. To receive the current Committee budget statement.

It was **RESOLVED** to note.

BA/07/16/17 TO CONSIDER CHURCHTOWN CEMETERY AND ALLOTMENT PLAN – COUNCILLOR AUSTIN

It was **RESOLVED** to:

1. Approve the Churchtown cemetery and allotment plans.
2. Approve funding up to a maximum value of £495.00 from the EMF Burial Administration budget.

BA/08/16/17 REPORT FROM THE CEMETERY WARDEN

The Cemetery Warden reported that the main cemetery gates have been repaired and painted.

The Cemetery Warden is seeking quotes for new gates to the compound.

The cemetery grounds are up to maintenance requirements and standards and that the Community Payback Scheme work is ongoing.

It was **RESOLVED** to note.

BA/09/16/17 TO CONSIDER ANY ISSUES ARISING FOR THE BURIAL OPERATIONAL MANAGEMENT AND ADMINISTRATION OF THE CEMETERY

a. Pathway access

It was **RESOLVED** that the 10th grave to be interned will be as advised by Duchy Cemeteries to allow maintenance access and re-opening of graves.

BA/10/16/17 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960:

Pursuant to Section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960, it was **RESOLVED** that the public and press leave the meeting because of the confidential nature of the business to be transacted.

BA/11/16/17 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960:

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

BA/12/16/17 URGENT NON-FINANCIAL MATTERS BROUGHT FORWARD AT THE DISCRETION OF THE CHAIRMAN

None.

BA/13/16/17 PRESS RELEASES OF ARTICLES REQUIRED

None

BA/14/16/17 DATE OF NEXT MEETINGS

Wednesday 14th September 2016 - 2pm at the Guildhall.

Rising at 3:30pm

Signed _____
Chairman

Dated _____