

SALTASH TOWN COUNCIL

Minutes of the Meeting of the Burial Authority held in the Guildhall on Wednesday 12th April 2017 Upon the Rising of the Burial Board.

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

ALSO PRESENT: Rev. C Sigrist, Mr B Jones (St Stephens PCC), Mr J Reid (St Stephens PCC), Mr R Lane, (Town Clerk), Mrs S Burrows, (Administration Officer).

APOLOGIES: Councillors: Mrs H Frank, (Mayor ex-officio), D Holley, Mr R Parson, (Hub Manager, The Co-operative Funeralcare), Mr S Watt, (Westcountry Funeral Services Limited), Mr D Fowell, (PFS Funeral Directors), Mark Orchard – Cemetery Warden.

HEALTH AND SAFETY ANNOUNCEMENTS

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

BA/01/17/18 RECORDING OF MEETINGS – PLEASE NOTIFY THE CHAIRMAN IF YOU ARE INTENDING TO RECORD THIS MEETING

BA/02/17/18 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/03/17/18 QUESTIONS FROM THE PUBLIC

None.

BA/04/17/18 TO RECEIVE THE CURRENT COMMITTEE BUDGET STATEMENT

See appendix A to the minutes.

It was **RESOLVED** to note.

BA/05/17/18 REPORT FROM THE CEMETERY WARDEN

See appendix B to the minutes.

It was **RESOLVED** to note.

BA/06/17/18 TO CONSIDER ANY ISSUES ARISING FROM THE BURIAL OPERATIONAL MANAGEMENT AND ADMINISTRATION OF THE CEMETERY

No report.

**BA/07/17/18 TO CONSIDER QUOTES FOR NEW COMPOUND GATES
(Pursuant to Burial Authority 07.12.2017 Minute no. BA/19/16/17).**

See appendix C to the minutes.

The Chairman informed members that it would not be viable to pursue with the works due to there being no budget allocation.

It was **RESOLVED** to note and remove the item from the agenda.

Councillor Phillips left the meeting.

BA/08/17/18 MUNICIPAL FUNERAL SERVICE PROVISION

It was **RESOLVED** to defer this item to the first Burial Authority meeting of the new council.

BA/09/17/18 SALE OF CEMETERY LAND - UPDATE

The Town Clerk updated members on the sale of the cemetery land.

It was **RESOLVED** to note upon receipt of a valuation report the matter will be considered by Full Council at its meeting to be held on Tuesday 23rd May 2017.

BA/10/17/18 APPRENTICE CEMETERY WARDEN – REQUEST FOR FULL REPORT AND JOB DESCRIPTION
(Pursuant to Staffing Committee 17.01.2017 Minute Number 65/16/17f)

The Town Clerk informed members of the apprenticeship scheme requirements.

It was **RESOLVED** that the work available is not substantial enough to meet the syllabus requirements of an Apprentice.

BA/11/17/18 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/12/17/18 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960:

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

BA/13/17/18 URGENT NON-FINANCIAL MATTERS BROUGHT FORWARD AT THE DISCRETION OF THE CHAIRMAN

None.

BA/14/17/18 PRESS RELEASES

None.

BA/15/17/18 DATE OF NEXT MEETING

Wednesday 12th July 2017 on the rising of the Burial Board at Churchtown Cemetery.

Rising at: 15:00

Signed _____
Chairman

Dated _____