

## SALTASH TOWN COUNCIL

### Minutes of the Meeting of the Burial Authority held at the Guildhall on Tuesday 12<sup>th</sup> February 2019 upon the rising of the Burial Authority

**PRESENT:** Councillors: G Challen (Deputy Mayor, ex-officio voting), J Dent, W Phillips - Chairman, A Pinkney, B Samuels.

**ALSO PRESENT:** D Fowell – Pengelly Funeral Services, R Lane – Town Clerk, M Orchard – Cemetery Warden, J Burge – Administration Officer.

**APOLOGIES:** Councillor Brady

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#### **BA/31/18/19 HEALTH AND SAFETY ANNOUNCEMENTS**

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

#### **BA/32/18/19 TO APPOINT A VICE CHAIRMAN TO THE COMMITTEE**

To appoint a Vice Chairman to the Committee.

It was **RESOLVED** that Councillor Dent be appointed.

#### **BA/33/18/19 RECORDING OF MEETINGS – PLEASE NOTIFY THE CHAIRMAN IF YOU ARE INTENDING TO RECORD THIS MEETING**

The Administration Officer notified the Chairman she would be recording the meeting.

#### **BA/34/18/19 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.
- c. Dispensation required:

<b>Councillor</b>	<b>Agenda Item</b>	<b>Pecuniary/Non-Pecuniary</b>	<b>Reason</b>
Pinckney		Non-Pecuniary	Member of WWI

#### **BA/35/18/19 QUESTIONS FROM THE PUBLIC**

None.

**BA/36/18/19**      **FINANCE**

- a. To receive the current Committee budget statement.

The Town Clerk advised the Committee that the statement was shown on the new accounting package. There were differentials shown, due to miss allocation of expenses, however, these would be rectified.

It was **RESOLVED** to note.

**BA/37/18/19**      **HEALTH & SAFETY**

No Report.

**BA/38/18/19**      **REPORT FROM THE CEMETERY WARDEN**

The Cemetery Warden provided a written report which was also given verbally.

It was **RESOLVED** to note.

Councillor Phillips completed a site visit at the cemetery and identified the following items being on site:

- a. Cones

It was **RESOLVED** that the Cemetery Warden move the cones to the Depot.

- b. A trailer.

It was **RESOLVED** that this item was added to the Services agenda.

The Cemetery Warden requested clarification on where the next line of plots for the interment of ashes was to start.

It was **RESOLVED** that the Chairman would conduct a site visit and discuss this with the Cemetery Warden to confirm the new plots.

**BA/39/18/19**     **TO SET UP A WORKING PARTY TO CONSIDER FUTURE MEMORIAL OPTIONS AT CHURCHTOWN CEMETERY**

The Chairman reported that a visit had been conducted at Efford cemetery. (Pursuant to minute No BA/22/18/19). To progress the memorial options for Churchtown cemetery a working party was to be established. Councillors Dent, Pinckney and Phillips were elected.

The working party would formulate a plan in conjunction with the Cemetery Warden.

It was **RESOLVED** to note.

**BA/40/18/19**     **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. (As required or if necessary).

**BA/41/18/19**     **TO CONSIDER ANY ITEMS REFERRED FROM THE MAIN PART OF THE AGENDA**

None.

**BA/42/18/19**     **PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960:**

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

**BA/43/18/19**     **URGENT NON-FINANCIAL ITEMS AT THE DISCRETION OF THE CHAIRMAN**

None.

**BA/44/18/19**     **PRESS RELEASES**

None.

