

## SALTASH TOWN COUNCIL

### Minutes of the Meeting of the Burial Authority held at the Guildhall on Tuesday 2<sup>nd</sup> October 2018 upon the rising of the Burial Board

**PRESENT:** Councillors: J Brady (Mayor, ex-officio voting), G Challen (Deputy Mayor, ex-officio voting), M Parker – Vice Chairman, W Phillips - Chairman, A Pinkney.

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

**APOLOGIES:** Councillor Dent.

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

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

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

None.

#### **BA/20/18/19 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:

<b>Councillor</b>	<b>Agenda Item</b>	<b>Pecuniary/Non-Pecuniary</b>	<b>Reason</b>
None			

#### **BA/21/18/19 QUESTIONS FROM THE PUBLIC**

None.

**BA/22/18/19**     **TO RECEIVE A REPORT ON THE EFFORD CEMETERY SITE VISIT**

The Chairman reported on the visit to Efford cemetery by him, Councillor Challen, the Cemetery Warden, Town Clerk and Office Manager. A plan will be drawn up in April 2019 to show the options for improvement of the cemetery. Mr D Fowell, Pengelly Funeral Services advised at Efford and Westonmill cemeteries in Plymouth, ashes that are scattered in the Garden of Remembrance are more likely to have a rosebush than a plaque.

It was **RESOLVED** to note and that the Chairman arranges a Working Party to consider future memorial options at Churchtown Cemetery.

**BA/23/18/19**     **HEALTH & SAFETY**

No Report.

**BA/24/18/19**     **REPORT FROM THE CEMETERY WARDEN**

The Cemetery Warden informed members that the grass cutting is up to date and all funerals have gone well.

The compound gates are due to be replaced.

The wooden parts of the benches have been replaced because of warping and general deterioration of the old ones.

There are no problems to report.

It was **RESOLVED** to note.

**BA/25/18/19**      **FINANCE**

- a. To receive the current Committee budget statement.

It was **RESOLVED** to note.

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

The figures given show up to the end of September 2018. The Finance Officer will work with the Chairman of Policy and Resources to reduce the number of budget lines eg refuse disposal bags. In line with the new finance package, staffing items will have individual nominal codes within the Burial Authority budget with a 70-30% split with Burial Board.

It was **RESOLVED** that the budget for 2019/20 be put to the Policy and Resources Committee for approval.

- 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 for approval.

**BA/26/18/19**      **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).

None.

**BA/27/18/19**      **PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960:**

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

**BA/28/18/19**      **URGENT NON-FINANCIAL ITEMS AT THE DISCRETION OF THE CHAIRMAN**

None.

**BA/29/18/19**     **PRESS RELEASES**

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

1. Churchtown Cemetery Memorial Garden.

**BA/30/18/19**     **DATE OF NEXT MEETING**

To be confirmed.

Rising at: 7:35p.m.

Signed \_\_\_\_\_  
   Chairman

Dated \_\_\_\_\_