

SALTASH TOWN COUNCIL

Minutes of the Meeting of the Joint Burial Board held at The Guildhall on Tuesday 2nd July 2019 at 6:30 p.m.

PRESENT: Councillors: G Challen J Dent, W Phillips, A Pinckney, B Samuels, P Samuels.

Reverend C Sigrist – St Stephens PCC - Chairman, S McKee – St Stephens PCC, M Wills – St Stephens PCC.

ALSO PRESENT: D Fowell – Pengelly Funeral Services, R Lane – Town Clerk, M Orchard – Cemetery Warden, S Burrows – Head of Administration and Library Services.

APOLOGIES: Councillor: None.

Chairman, Reverend C Sigrist, in the Chair.

BB/01/19/20 HEALTH AND SAFETY ANNOUNCEMENTS

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

BB/02/19/20 RECORDING OF MEETINGS – PLEASE NOTIFY THE CHAIRMAN IF YOU ARE INTENDING TO RECORD THIS MEETING

None.

BB/03/19/20 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. To consider dispensations required:

Councillor	Agenda Item	Pecuniary/Non-Pecuniary	Reason
None			

BB/10/19/20 QUESTIONS FROM THE PUBLIC

None.

BB/11/19/20 TO CONSIDER RISK MANAGEMENT REPORTS AS MAY BE RECEIVED

None.

BB/12/19/20 FINANCE

- a. To receive the current Committee budget statement.

It was **RESOLVED** to note.

BB/13/19/20 HEALTH & SAFETY

None.

BB/14/19/20 CORRESPONDENCE

- a. St Stephens Churchyard, Trees CBC Guidance – Revd Cathy Sigrist:

It was **RESOLVED** to note.

- b. Commonwealth War Graves Commission Volunteers Scheme:

The Chairman informed Members that The Commonwealth War Graves Commission has launched a new Volunteers scheme to help clean and tidy War Graves.

It was **RESOLVED** to note Volunteers will clean and tidy the War Graves.

BB/15/19/20 REPORT FROM THE CEMETERY WARDEN

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

It was **RESOLVED** to note, and that general maintenance works don't require the approval of or reporting to Committee.

BB/16/19/20 TO RECEIVE THE CONSTITUTION FOR ST STEPHENS-BY-SALTASH CEMETERY

Members considered the maintenance agreement between STC and the Church.

It was **RESOLVED** that:

1. The Constitution of the JBB Membership be ratified at the next Committee Meeting.
2. The Church to consult the Diocese regarding the potential to register St Stephen's Churchyard as a closed Churchyard reporting back to the next Committee Meeting.
3. The validity of the maintenance agreement be determined should St Stephen's Churchyard be registered as a closed Churchyard.

BB/17/19/20 TO CONSIDER THE TIME OF MEETINGS

It was **RESOLVED** that all future Joint Burial Board meetings are to commence at 6 p.m.

BB/18/19/20 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/19/19/20 TO CONSIDER ANY ITEMS REFERRED FROM THE MAIN PART OF THE AGENDA

None.

BB/20/19/20 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

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

BB/21/19/20 URGENT NON-FINANCIAL MATTERS BROUGHT FORWARD AT THE DISCRETION OF THE CHAIRMAN

None.

BB/22/19/20 PRESS AND SOCIAL MEDIA RELEASES

None.

BB/23/19/20 DATE OF NEXT MEETING

Tuesday 8th October 2019 at 6 p.m.

Rising at: 7:25 p.m.

Signed _____
Chairman

Dated _____

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