

SALTASH TOWN COUNCIL

Minutes of the Meeting of the Burial Authority held at the Guildhall on Tuesday 1st October 2019 at 6.30 p.m.

PRESENT: Councillors: G Challen, J Dent – Vice Chairman, M Fox, M Parker, J Peggs, W Phillips – Chairman, A Pinckney, B Samuels, P Samuels.

ALSO, PRESENT: 1 Member of the Public, S Emmett – Finance Officer, D Joyce – Administration Officer, R Lane – Town Clerk, Mark Orchard – Cemetery Warden.

APOLOGIES: Councillors: R Bickford, S Lennox-Boyd, J Rance, D Yates.

17/19/20 HEALTH AND SAFETY ANNOUNCEMENTS

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

18/19/20 RECORDING OF MEETINGS – PLEASE NOTIFY THE CHAIRMAN IF YOU ARE INTENDING TO RECORD THIS MEETING

None.

19/19/20 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:

Councillor	Agenda Item	Pecuniary/Non-Pecuniary	Reason
None			

20/19/20 QUESTIONS FROM THE PUBLIC

None.

21/19/20 **TO CONSIDER THE CHILDREN'S FUND FOR ENGLAND**

The Chair informed members of the new Children's Funeral Fund for England which has been established to ensure no parent will have to pay for their child's burial or cremation, if under the age of 18 years old, by allowing parents to claim these costs back from the Government. The Chair added that currently Saltash Town Council do not charge for any child resident to be buried or cremated and all agreed this should remain the same.

It was **RESOLVED** the new Children's Funeral Fund not to be adopted and the Town Council to continue not charging for burial services for a child resident of Saltash under the age of 18.

22/19/20 **FINANCE**

a. To receive the current Committee budget statement.

It was **RESOLVED** to note.

b. To set the budget for 2020/2021.

It was **RESOLVED** that the budget for 2020/21 (as attached) be put to the Policy and Finance Committee for approval.

c. To set the fees and charges for 2020/2021

It was **RESOLVED** to approve a 2% CPI increase for all fees and charges for 2020/21 (as attached) and be put to the Policy and Finance Committee for approval.

23/19/20 **HEALTH & SAFETY**

No Report.

24/19/20 **TO CONSIDER RISK MANAGEMENT REPORTS AS MAY BE RECEIVED**

No Report.

25/19/20 **REPORT FROM THE CEMETERY WARDEN**

The Cemetery Warden informed members that all grass cutting is up to schedule, all funerals had gone to plan and there were no problems to report at this time.

It was **RESOLVED** to note.

26/19/20 **TO RECEIVE AN UPDATE ON THE DEVELOPMENT ADJACENT TO CHURCHTOWN CEMETERY WALL**

The Chair spoke of the cemetery wall at Churchtown and expressed unhappiness regarding the condition of some of the repairs that have been made by other parties.

It was advised to members that the Chair had given authority to the Building Surveyor to correspond with the tenant of plot 9 and advise legal action will be taken if the Building Surveyor is not satisfied with the concerns being met in the response from the owner. The Chair advised that if the Building Surveyor advises legal action is required this would be at a cost which would be paid for by the owner of the plot.

The Chair added that another wall needed reinstating correctly and the work is now underway with the Building Surveyor's involvement and the Burial Authority is awaiting an outcome from the Building Surveyor if any course of action will need to be taken.

It was **RESOLVED** to note.

27/19/20 **TO CONSIDER LANDSCAPING AT CHURCHTOWN CEMETERY**

The Chairman informed members that planning is underway with a landscaper in which advice is being sought to establish types of trees best to plant as well as the position of the trees to allow shade and privacy.

The Chair added a meeting is scheduled next week to discuss options further and if any existing trees may need removing.

It was **RESOLVED** to note.

28/19/20 **TO CONSIDER THE USE OF THE SPARE LAND ADJACENT TO CHURCHTOWN ALLOTMENT FOR FURTHER ALLOTMENTS**
(Pursuant to minute no.50/19/20ai Services meeting held on the 11th September 2019)

Councillor Parker – Chair of Services, advised members of a meeting scheduled with the Allotment Association regarding the management and maintenance of the allotments at Churchtown. Councillor Parker stated maintenance works needed to be carried out on existing plots prior to rental arrangements being made. Members agreed no further allotments are required until further discussions between the Services Committee Chair and the Allotment Association had taken place for the further development of the existing and available plots.

It was **RESOLVED** not to use the spare land for further allotments.

29/19/20 **TO CONSIDER RELOCATING THE TRAILER**
(Pursuant to minute no.38/18/19 Burial Authority meeting held on the 12th February 2019 and no.118/18/19 Services meeting held on the 13th March 2019).

It was **RESOLVED** to defer this item to the Services Committee meeting to be held on Tuesday 13th November 2019.

30/19/20 **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. (As required or if necessary).

TO CONSIDER ANY ITEMS REFERRED FROM THE MAIN PART OF THE AGENDA

None.

31/19/20 **PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960:**

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

32/19/20 **URGENT NON-FINANCIAL ITEMS AT THE DISCRETION OF THE CHAIRMAN**

None.

33/19/20 **PRESS RELEASES**

None.

34/19/20 **DATE OF NEXT MEETING**

Tuesday 4th February 2020.

Rising at: 7:13 p.m.

Signed _____
Chairman

Dated _____