

## SALTASH TOWN COUNCIL

### Minutes of the Meeting of the Joint Burial Board held at The Guildhall on Tuesday 2<sup>nd</sup> 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.

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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:

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

**BB/04/19/20 QUESTIONS FROM THE PUBLIC**

None.

**BB/05/19/20 TO CONSIDER RISK MANAGEMENT REPORTS AS MAY BE RECEIVED**

None.

**BB/06/19/20 FINANCE**

- a. To receive the current Committee budget statement.

It was **RESOLVED** to note.

**BB/07/19/20 HEALTH & SAFETY**

None.

**BB/08/19/20 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/09/19/20 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/10/19/20 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/11/19/20 TO CONSIDER THE TIME OF MEETINGS**

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

**BB/12/19/20 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/13/19/20 TO CONSIDER ANY ITEMS REFERRED FROM THE MAIN PART OF THE AGENDA**

None.

**BB/14/19/20 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**

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

**BB/15/19/20 URGENT NON-FINANCIAL MATTERS BROUGHT FORWARD AT THE DISCRETION OF THE CHAIRMAN**

None.

**BB/16/19/20 PRESS AND SOCIAL MEDIA RELEASES**

None.

**BB/17/19/20 DATE OF NEXT MEETING**

Tuesday 8<sup>th</sup> October 2019 at 6 p.m.

Rising at: 7:25 p.m.

Signed \_\_\_\_\_  
Chairman

Dated \_\_\_\_\_

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