

## SALTASH TOWN COUNCIL

### **Minutes of the Meeting of the Joint Burial Board held on the virtual platform Zoom on Tuesday 9<sup>th</sup> February 2021 at 6.00 p.m.**

**PRESENT:** Councillors: J Dent, B Phillips, B Samuels – Co-Chairman, D Yates, B Jones – St Stephens PCC – Co-Chairman, S McKee – St Stephens PCC, M Wills - St Stephens PCC.

**ALSO PRESENT:** R Lane - Town Clerk, S Burrows – Assistant Town Clerk, N Symons – Receptionist/Mayors Secretary.

**APOLOGIES:** None.

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#### **ANNOUNCEMENTS: -**

The Co-Chairman confirmed that all present could hear the proceedings.

The Co-Chairman confirmed all person's present.

The Co-Chairman confirmed the meeting was quorate.

The Co-Chairman informed all attendees of the meetings procedures.

#### **25/20/21 RECORDING OF MEETINGS – PLEASE NOTIFY THE CHAIRMAN IF YOU ARE INTENDING TO RECORD THIS MEETING**

None.

#### **26/20/21 DECLARATIONS OF INTEREST**

a. Declarations from Members of any registerable (5A of the Interim 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.

None.

c. Dispensations required.

None.

**27/20/21      QUESTIONS FROM THE PUBLIC**

None.

**28/20/21      TO NOTE AND RECEIVE THE MINUTES FROM JOINT BURIAL BOARD MEETING HELD ON TUESDAY 13<sup>TH</sup> OCTOBER 2020 AND THURSDAY 19<sup>TH</sup> NOVEMBER 2020 AS A TRUE AND CORRECT RECORD.**

Please see a copy of the minutes on the STC website.

It was proposed by Councillor B Samuels, seconded by Councillor Dent and **RESOLVED** that the minutes of the Joint Burial Board Committee held on Thursday 13<sup>th</sup> October 2020 were confirmed as a true and correct record.

It was proposed by Councillor B Samuels, seconded by Councillor Phillips and **RESOLVED** that the minutes of the Joint Burial Board Committee held on Thursday 19<sup>th</sup> November 2020 were confirmed as a true and correct record.

The minutes will be signed upon the return to the Guildhall and made available upon request.

**29/20/21      FINANCE**

- a. To receive the current Committee budget statement.

It was **RESOLVED** to note.

**30/20/21      TO RATIFY THE COVID-19 DELEGATED DECISION REGISTER**

Ref Nr.	Details	Decision Agreed	Committee	Sub Committee
	None.			

**31/20/21      HEALTH AND SAFETY**

No report.

**32/20/21      TO CONSIDER RISK MANAGEMENT REPORTS AS MAY BE RECEIVED**

No report.

33/20/21

**CORRESPONDENCE**

It was proposed by Councillor B Samuels, seconded by B Jones and **RESOLVED** to acknowledge receipt of a letter received from a resident and that the contents of the letter referring to grass cutting and wildflower planting be deferred to the next Joint Burial Board meeting following the site meeting to take place between the interested parties and the PCC members.

34/20/21

**REPORT FROM THE SERVICE DELIVERY DEPARTMENT**

It was to **RESOLVED** to note.

35/20/21

**TO FURTHER CONSIDER THE PCC REGISTRATION OF THE CHURCHYARD AS CLOSED**

Councillor B Samuels confirmed that due to the interlocking actions to be considered relating to agenda items 13 and 14 they would be received together.

It was proposed by Councillor B Samuels, seconded by B Jones and **RESOLVED** that the PCC are to organise a site visit following lockdown with the appropriate interested parties to review wildflower and grass cutting schedules reporting back to the JBB committee for consideration.

36/20/21

**TO NOTE THAT THE PCC SITE MEETING TO CONSIDER WILDFLOWER PLANTING AND GRASS CUTTING SCHEDULE WITH THE INTERESTED PARTIES HAS BEEN POSTPONED DUE TO COVID-19 RESTRICTIONS**

It was **NOTED** that this item was received under minute number 35/20/21.

37/20/21

**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).

**38/20/21      TO CONSIDER ANY ITEMS REFERRED FROM THE MAIN PART OF THE AGENDA**

None.

**39/20/21      PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960:**

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

**40/20/21      URGENT NON-FINANCIAL MATTERS BROUGHT FORWARD AT THE DISCRETION OF THE CHAIRMAN**

St Stephen's Churchyard

B Jones informed Members of a sunken plot located in St Stephen's Churchyard.

It was **NOTED** that STC will report the matter to Duchy Cemeteries.

**41/20/21      PRESS AND SOCIAL MEDIA RELEASES**

None.

**42/20/21      DATE OF NEXT MEETING**

Tuesday 8<sup>th</sup> June 2021 at 6:00 p.m. – Meeting to be held on site subject to any Covid-19 local restrictions.

Rising at 6:33pm

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

Dated \_\_\_\_\_