

WEST HOE CEMETERY MANAGEMENT COMMITTEE
The Jubilee Hall, Little Shore Lane, Bishop's Waltham. SO32 1ED

Minutes of the Virtual Meeting of the Committee
Thursday 20th August 2020 at 6.00 pm

Present:

Committee Members:	CLlr Mr A Webb CLlr Mr A Rankine CLlr Mrs P Clive CLlr Mrs J Marsh CLlr Mr R Selway CLlr Mr T Wilson	Chairman Vice Chairman
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Ex-officio Members: None

Non-Committee Members: None

Also in attendance: Mrs L Edge Clerk

Members of the public: None

WH015/20 To receive and accept apologies for non-attendance.

All members of the Committee were present.

WH016/20 To receive any Declarations of Disclosable Pecuniary and Non-Pecuniary Interest relating to items on the agenda.

None relating to the business of the meeting.

WH017/20 To receive any personal, pecuniary and non-pecuniary interests relating to items on the agenda.

None relating to the business of the meeting.

WH018/20 Public Session (for information only).

No members of the public were present.

WH019/20 To approve the minutes of the meeting of the 30th July 2020.

Resolved: to approve the minutes of the meeting of the 30th July 2020.

Proposed: CLlr Mrs Marsh

Seconded: CLlr Wilson

All in favour.

WH020/20 Actions Arising from the meeting of the 30th July 2020.

Noted.

WH011/20 Memorial Service – noted change of celebrant for the service.

WH021/20 To consider finance matters:

i) To approve payments made.

Proposed: CLlr Rankine

Seconded: CLlr Wilson

All in favour.

ii) To note Financial Position year to date.

Proposed: CLlr Mrs Marsh

Seconded: CLlr Wilson

All in favour.

iii) Bank Reconciliation July 2020 for acceptance.

Proposed: CLlr Wilson

Seconded: CLlr Rankine

All in favour.

iv) To consider Cash Flow forecast.

Noted.

No action necessary.

- WH022/20** **Future plans for cemetery.**
Recommendations from working group for consideration.
 Cllr Webb presented the report from the working group.
Resolved:
1. Current Cremation Area.
 i) to plan an additional 18 plots in the areas detailed.
2. New Cremation Area.
 i) to hold a site meeting with Solent Green to agree timeframe for works.
3. Natural Burial Site.
 i) to purchase wooden markers/stakes to place along the current hedge line and along the new hedge line (once planted – contract awarded to Solent Green Oct 19). To discuss timeframe with contractor at site meeting as above.
 ii) To arrange publicity for the site.
4. Bund.
 i) to instruct gravedigger to remove the earth and take off site (Committee to cover cost).
 ii) To advise the grave digger that all earth must now be removed from the site.
 iii) to seek quotations for Stage One of the above works (from shed to 2m beyond the first significant tree (copper beech).
 iv) to seek quotations for the clearance and grass seeding of the area to the left side of the shed and the removal of the ivy on the shed.
Other Matters.
 i) to instruct a contractor to remove the self-seeded trees.
 ii) to obtain quotations for the removal of the hedge (boundary of cemetery and non-consecrated land) and the erection of a fence.
 iii) to obtain quotations to continue the hedge along to the tree (between Areas A and C).
Site meeting with Solent Green.
 This visit will cover the matters in 2(i), 3(i), hedge cutting, bramble removal/cutting.
 Proposed: Cllr Rankine
 Seconded: Cllr Mrs Marsh
 All in favour. **Action: Clerk/Wkg Group**
- WH023/20** **Cemetery update (for information only).**
 Noted.
- WH024/20** **Requests for future agenda items (for information only).**
 i) Pet Cemetery Publicity
 ii) Grant funds
 iii) Budget. **Action: Clerk**
- WH025/20** **Date of next meeting.**
 Thursday 17th September 2020 at 6.00pm.
 Likely to be virtual meeting.
- WH026/20** **Motion for confidential business.**
The Chairmen then moved:
That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the public and press be temporarily excluded, and they are instructed to withdraw in accordance with the provisions of the Public Bodies (Admissions to Meetings) Act 1960.
- WH027/20** **Tree Survey Works 2020.**
To consider the quotations received.
Resolved: to accept the quotation from Jack Tosdevine for the tree survey works at a cost of £2,500 + VAT.
 Proposed: Cllr Mrs Marsh
 Seconded: Cllr Mrs Clive
 All in favour.
 Works to be arranged. **Action: Clerk**

There being no further business the meeting closed at 6:39pm