

**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 17<sup>th</sup> September 2020 at 6.00 pm

**Present:**

Committee Members:	Cllr Mr A Webb	Chairman
	Cllr Mr A Rankine	Vice Chairman
	Cllr Mrs P Clive	
	Cllr Mrs J Marsh	

Ex-officio Members: None

Non-Committee Members: None

Also in attendance: Mrs L Edge Clerk

Members of the public: None

**WH028/20 To receive and accept apologies for non-attendance.**

Cllrs Selway and Wilson – work/family commitments.

**Resolved: to receive and accept the apologies for non-attendance.**

Proposed: Cllr Rankine

Seconded: Cllr Mrs Clive

All in favour.

**WH029/20 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.

**WH030/20 To receive any personal, pecuniary and non-pecuniary interests relating to items on the agenda.**

None relating to the business of the meeting.

**WH031/20 Public Session (for information only).**

No members of the public were present.

**WH032/20 To approve the minutes of the meeting of the 20<sup>th</sup> August 2020.**

**Resolved: to approve the minutes of the meeting of the 20<sup>th</sup> August 2020.**

Proposed: Cllr Mrs Marsh

Seconded: Cllr Mrs Clive

All in favour.

**WH033/20 Actions Arising from the meeting of the 20<sup>th</sup> August 2020.**

Noted.

WH19/50(i) Clerk to check status of Community Payback Scheme.

**Action: Clerk**

**WH034/20 To consider finance matters:**

**i) To approve payments made.**

Proposed: Cllr Mrs Clive

Seconded: Cllr Rankine

All in favour.

**ii) To note Financial Position year to date.**

Proposed: Cllr Mrs Marsh

Seconded: Cllr Mrs Clive

All in favour.

**iii) To consider Cash Flow forecast.**

Noted.

No action necessary at this time.

Possible reduction in income due to Covid-19 – Clerk to check figures over last 5 years for comparison.

**Action: Clerk**

- WH035/20**      **Budget 2021/22 – for consideration.**  
**Resolved: to approve the budget as tabled (with amendment to the Parish Council funding for 2020/21).**  
Proposed: Cllr Rankine  
Seconded: Cllr Webb  
All in favour.  
Budget details to be sent to the Parish Councils. **Action: Clerk**
- WH036/20**      **WCC Business Rates – Small Business Grant Fund**  
**To consider use of the £10,000 grant.**  
**Resolved: to use the grant funding to cover the potential loss of income due to the pandemic in order to complete the projects budgeted for 2020/21.**  
Proposed: Cllr Webb  
Seconded: Cllr Mrs Marsh  
All in favour.
- WH037/20**      **Pet cemetery – to consider options for promotion of facility.**  
Options agreed: Dedicated website page on BW site, link on SPC site; Facebook posts; leaflets for rehoming centres, vets (when possible), pet shops. **Action: Clerk**
- WH038/20**      **Future plans for cemetery.**  
**i) Report on meeting with Solent Green (for information only).**  
Noted.  
**ii) Programme of actions (for information only).**  
Noted.  
**iii) Report on site meeting held 1.9.20 – Cllrs Webb & Rankine – for consideration.**  
**Resolved: to arrange for a contractor to visit site and advise on the landscaping of the bund area adjacent to the natural burial site.**  
Proposed: Cllr Webb  
Seconded: Cllr Rankine  
All in favour. **Action: Clerk**
- WH039/20**      **Memorial Service 19.9.20.**  
**To finalise details.**  
Noted that the service had been cancelled due to the most recent Covid-19 restrictions. Service to be rescheduled for 2021.
- WH040/20**      **Cemetery update (for information only).**  
Noted.
- WH041/20**      **Requests for future agenda items (for information only).**  
None at this time.
- WH042/20**      **Date of next meeting.**  
Thursday 12<sup>th</sup> November 2020 at 6.00pm.

There being no further business the meeting closed at 6:52pm.