

WEST HOE CEMETERY MANAGEMENT COMMITTEE

The Jubilee Hall, Little Shore Lane, Bishop's Waltham. SO32 1ED

Minutes of the Meeting of the Committee Tuesday 9th May 2017 at
6.00 pm in the Jubilee Hall, Little Shore Lane, Bishop's Waltham.

Present:

Committee Members: Cllr Mrs P Clive Vice Chairman
Cllr Mr R Howe
Cllr G Pateman
Cllr T Wilson
Cllr J Woodman

Ex-officio Members: None

Non-Committee Members: None

Also in attendance: Mrs L Edge Clerk

Members of the public: None

WH16/77 To receive and accept apologies for non-attendance.

Cllr Mrs Conduct – family commitment.

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

Proposed: Cllr Woodman

Seconded: Cllr Mrs Clive

All in favour.

Apologies also received from Bob Metcalfe.

WH16/78 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.

WH16/79 To receive any personal, pecuniary and non-pecuniary interests relating to items on the agenda.

None relating to the business of the meeting.

WH16/80 Public Session (for information only).

No members of the public were present.

WH16/81 To approve the minutes of the meeting of the 14th February 2017.

Resolved: to approve the minutes of the meeting of the 14th February 2017.

Proposed: Cllr Woodman

Seconded: Cllr Howe

All in favour.

WH16/82 Actions Arising from the meeting of the 14th February 2017

Noted.

Action WH16/24 to be removed.

WH16/83 Funeral Director's Report.

Apologies received.

- WH16/84** **To consider finance matters:**
i) To approve payments
Resolved: to approve payments as tabled.
Proposed: Chairman
All in favour.
- ii) To note Financial Position year to date.**
Resolved: to note Financial Position year to date.
Proposed: Cllr Woodman
Seconded: Cllr Wilson
All in favour.
- iii) To consider Cash Flow forecast.**
Noted.
To be reviewed at June meeting.
- iv) To accept Bank Reconciliations –February and March.**
Resolved: to accept the Bank Reconciliations for February and March.
Proposed: Cllr Wilson
Seconded: Cllr Woodman
All in favour.
- Resolved: to arrange closure of the deposit account as no longer required.**
Proposed: Cllr Wilson
Seconded: Cllr Mrs Clive
All in favour. **Action: Clerk**
- WH16/85** **Review of charges for consideration.**
The Committee considered the comparisons provided by the Clerk.
Resolved: to increase all charges by 20% with effect from 1.6.17.
Proposed: Chairman
All in favour. **Action: Clerk**
- WH16/86** **Memorial repairs.**
Quotations for consideration.
Resolved: to appoint South Coast Memorials as the contractor to undertake the memorial repairs as listed at a cost of £1,720 + VAT. Monthly invoices to be requested.
Proposed: Chairman
All in favour. **Action: Clerk**
- WH16/87** **Natural Burial Site - to agree meeting of working party.**
Working party meeting to be held 23.5.17 at 4.00pm at the cemetery and after at the Jubilee Hall.
Action: PC/RH/LE
- WH16/88** **Cemetery Update (for information only).**
Noted.
- WH16/89** **Requests for future agenda items.**
1. Preparation of second cremation area.
2. Clerk to arrange memorial service in June/July (dates to be checked for local events).
Action: Clerk
- WH16/90** **Date of next meeting (Annual meeting).**
Meeting to be held at 6.00pm on Tuesday 13th June 2017 at the Jubilee Hall.

There being no further business the meeting closed at 6.36pm.