

# WEST HOE CEMETERY MANAGEMENT COMMITTEE

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

Minutes of the Annual Meeting of the Committee Tuesday 13<sup>th</sup> June 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 A Rankine  
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: 1

### **WH17/01 To elect the Chairman of the Committee (Swanmore PC Councillor).**

Nomination: Cllr Mrs Penny Clive

**Resolved: to elect Cllr Mrs Clive as Chairman of the Committee.**

Proposed: Cllr Woodman

Seconded: Cllr Howe

All in favour.

### **WH17/02 To elect the Vice Chairman of the Committee (Bishop's Waltham Councillor).**

Nomination: Cllr Mrs Judy Marsh

**Resolved: to elect Cllr Mrs Marsh as Vice Chairman of the Committee.**

Proposed: Cllr Howe

Seconded: Cllr Woodman

All in favour.

### **WH17/03 To receive and accept apologies for non-attendance.**

Cllr Mrs Marsh – indisposed.

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

Proposed: Cllr Howe

Seconded: Cllr Mrs Clive.

All in favour.

Apologies also received from Bob Metcalfe.

### **WH17/04 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.

### **WH17/05 To receive any personal, pecuniary and non-pecuniary interests relating to items on the agenda.**

None relating to the business of the meeting.

### **WH17/06 Public Session (for information only).**

One member of the public commented on the maintenance at the cemetery.

The Clerk explained that the contractor had been unable to cut the grass last week as the ride on mower had broken down.

- WH17/07**      **To approve the minutes of the meeting of the 9<sup>th</sup> May 2017.**  
**Resolved: to approve the minutes of the meeting of the 9<sup>th</sup> May 2017.**  
Proposed: Cllr Howe  
Seconded: Cllr Wilson  
4 in favour, 1 abstention.
- WH17/08**      **Actions Arising from the meeting of the 9<sup>th</sup> May 2017.**  
Noted.
- WH17/09**      **To consider finance matters:**  
**i) To approve payments**  
**Resolved: to approve payments as tabled.**  
Proposed: Cllr Howe  
Seconded: Cllr Woodman  
All in favour.  
**ii) To note Financial Position year to date.**  
**Resolved: to note Financial Position year to date.**  
Proposed: Chairman  
All in favour.  
**iii) To consider Cash Flow forecast.**  
**Noted.**  
Cash flow to be reviewed at next meeting.  
**iv) Annual Return for financial year ended 31 March 2017.**  
**Section 1- Annual Governance Statement.**  
**Resolved: to approve Section 1 - Annual Governance Statement.**  
Proposed: Cllr Wilson  
Seconded: Cllr Mrs Clive  
All in favour.  
**Section 2 –Accounting Statements.**  
**Resolved: to approve Section 2 - Accounting Statements.**  
Proposed: Chairman  
All in favour.
- WH17/10**      **Date of next meeting.**  
Meeting to be held at 6.00pm on Tuesday 25<sup>th</sup> July 2017.

There being no further business the meeting closed at 6.17pm.