

WEST HOE CEMETERY MANAGEMENT COMMITTEE

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

Minutes of the Meeting of the Committee Tuesday 13th March 2018 at
6.00 pm in the Jubilee Hall, Little Shore Lane, Bishop's Waltham.

Present:

Committee Members: Cllr Mrs P Clive 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: None

WH17/71 To receive and accept apologies for non-attendance.

Cllr Mrs Marsh – family commitment.

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

Proposed: Chairman

All in favour.

Apologies were received from Mr Metcalfe, ex-officio member of the Committee.

WH17/72 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.

WH17/73 To receive any personal, pecuniary and non-pecuniary interests relating to items on the agenda.

None relating to the business of the meeting.

WH17/74 Public Session (for information only).

No members of the public were present.

WH17/75 To approve the minutes of the meeting of the 30th January 2018.

Resolved: to approve the minutes of the meeting of the 30th January 2018.

Proposed: Cllr Woodman

Seconded: Cllr Wilson

All in favour.

WH17/76 Actions Arising from the meeting of the 30th January 2018.

Noted.

WH16/87; WH17/20; WH17/37(iii) & WH17/63 Clerk to contact Mr Wall to arrange rotavating and weedkilling natural burial site for ashes. **Action: Clerk**

WH17/77 To consider finance matters:

i) To approve payments.

Attached for approval.

Resolved: to approve the payments as tabled.

Proposed: Cllr Rankine

Seconded: Cllr Mrs Clive

All in favour.

ii) To note Financial Position year to date.

Month 10 attached.

Noted.

iii) Bank Reconciliations, January & February 2018 for acceptance.

Attached for acceptance.

Resolved: to accept the Bank Reconciliations, January & February 2018.

Proposed: Cllr Woodman

Seconded: Cllr Mrs Clive

All in favour.

iv) To consider Cash Flow forecast.

Attached for consideration.

Noted.

The Clerk advised the Committee that there was no longer a statutory requirement for the Committee to submit an Annual Return for external audit.

Agenda item next meeting to agree Committee action.

Action: Clerk

WH17/78

To consider charges for 2018/19.

The Committee considered the comparison paper.

Resolved: to increase the charges with effect from 1.6.18 by 3% (CPI inflation rate).

Proposed: Cllr Howe

Seconded: Cllr Rankine

All in favour.

WH17/79

To consider opening the cemetery for applications from other parishes.

Committee noted that information provided suggested that the Wickham church graveyard was now full and that the Shedfield graveyard was close to capacity.

The Clerk informed the Committee that she had not received any requests for burial from Wickham or Shedfield residents.

Committee agreed to monitor the situation and revisit this issue at a later date if considered necessary.

WH17/80

Correspondence for consideration: Mrs Burt

Burial of ashes.

The Committee considered the correspondence received from Mrs Burt.

The Committee's policy was to allow burial at the reduced rate for individuals who had left the parishes less than 10 years ago. It was noted that this resident had left the area in 1982.

Resolved: to advise the correspondent that the charge for the interment of the ashes would be £283.00 as quoted.

Proposed: Chairman

All in favour.

Action: Clerk

WH17/81

Correspondence: WCC

Non-Domestic Rates Summary (for information only).

Noted that the Committee was not required to pay any non-domestic rates.

WH17/82

Pet cemetery.

Update from the Clerk (for information only).

The Committee provided clarification on the siting of hedging and fencing for the pet cemetery.

Resolved: to arrange the planting of hornbeam along the edge of the car park and to obtain quotations for the installation of double bow top fencing as per the diagram supplied by Cllr Mrs Clive.

Proposed: Cllr Howe

Seconded: Cllr Mrs Clive

All in favour.

Action: Clerk

WH17/83 Cemetery update (for information only).

Noted.

WH17/84 Requests for future agenda items (for information only).

- i) Pet cemetery – charges, plot sizes, plaques, headstone, leaflet.
- ii) Revised cemetery leaflet.

Action: Clerk

WH17/85 Date of next meeting.

Thursday 21st June at 6.00pm in the Swanmore Parish Council office.

There being no further business the meeting closed at 6.37pm.