

WEST HOE CEMETERY MANAGEMENT COMMITTEE

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

Minutes of the Meeting of the Committee Tuesday 30th January 2018 at
6.00 pm in the Jubilee Hall, Little Shore Lane, Bishop's Waltham.

Present:

Committee Members:	CLlr Mrs P Clive	Chairman
	CLlr Mrs J Marsh	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: None

WH17/56 To receive and accept apologies for non-attendance.
All members of the Committee were present.
Apologies were received from Mr Metcalfe, ex-officio member of the Committee.

WH17/57 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.

WH17/58 To receive any personal, pecuniary and non-pecuniary interests relating to items on the agenda.
All Councillors – agenda item 15.

WH17/59 Public Session (for information only).
No members of the public were present.

WH17/60 To approve the minutes of the meeting of the 12th December 2017.
Resolved: to approve the minutes of the meeting of the 12th December 2017.
Proposed: CLlr Mrs Marsh
Seconded: CLlr Howe
All in favour.

WH17/61 Actions Arising from the meeting of the 12th December 2017.
Noted.
WH17/37(ii) New leaflet Agenda item next meeting **Action: Clerk**

WH17/62 To consider finance matters:
i) To approve payments.
Attached for approval.
Resolved: to approve the payments as tabled.
Proposed: CLlr Howe
Seconded: CLlr Rankine
All in favour.

ii) To note Financial Position year to date.
Month 9 attached.
Noted.

iii) Bank Reconciliations, November and December 2017 for acceptance.

Attached for acceptance.

Resolved: to accept the Bank Reconciliations, November and December 2017.

Proposed: Chairman

All in favour.

iv) To consider Cash Flow forecast.

Attached for consideration.

Noted that the Committee may have to pay business rates in the next financial year.

Resolved: to request the balance of the funding requested from the two Parish Councils – Bishop’s Waltham Parish Council £4,000 and Swanmore Parish Council £2,000. Amounts to be paid before the end of the financial year.

Proposed: Chairman

All in favour

Action: Clerk

WH17/63

Natural Burial Site for Ashes.

Recommendations from the working party for consideration.

Discussion Points:

Size of area and amount/type of seed to be purchased.

Relatives to be given list of spring and autumn bulbs to be planted near to interments.

Resolved: to instruct the working party to continue with the proposed actions to provide a natural burial site for ashes. To give the working party the authority to spend up to £600 for the wildflower seeds and the weedkilling and rotivation of the site.

Proposed: Cllr Howe

Seconded: Cllr Mrs Clive

All in favour.

Action: Wkg pty

WH17/64

Pet cemetery.

Update from the Clerk.

Discussion points:

Comments received on the proposal – majority in favour.

Need for fencing or hedging to delineate the site.

Size of plot, plaque and headstones – agreed as 1ft sq. plot with either a plaque (no bigger than the plot) or a headstone (no taller than 1ft).

Further discussions to be held on the type of animal ashes acceptable and the proposed costs.

Resolved: to obtain quotations for box hedging and fencing to delineate the site.

Proposed: Cllr Howe

Seconded: Cllr Rankine

All in favour.

Action: Clerk

WH17/65

Correspondence: Valuation Office Agency.

Business rates.

For consideration.

Following the visit to the cemetery by the District Valuer the Clerk had received a financial statement from WCC in regard to the business rates for the site.

The demand for £4,669 had been challenged by the Clerk and further information sent to WCC to allow them to review the request.

The Committee agreed to wait for the response from WCC before taking any further action such as requesting support from the District Councillors, applying for small business rate relief and paying in instalments.

WH17/66

Cemetery update (for information only).

Noted.

