

WEST HOE CEMETERY MANAGEMENT COMMITTEE

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

Minutes of the Meeting of the Committee Thursday 20th September 2018 at
6.00 pm in the Jubilee Hall, Little Shore Lane, Bishop's Waltham.

Present:

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

Ex-officio Members: None.

Non-Committee Members: None.

Also in attendance: Mrs L Edge Clerk

Members of the public: None.

WH18/16 To receive and accept apologies for non-attendance.

No apologies were received from Councillors.

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

WH18/17 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.

WH18/18 To receive any personal, pecuniary and non-pecuniary interests relating to items on the agenda.

None relating to the business of the meeting.

WH18/19 Public Session (for information only).

No members of the public were present.

WH18/20 To approve the minutes of the meeting of the 21st June 2018.

Resolved: to approve the minutes of the meeting of the 21st June 2018.

Proposed: Cllr Mrs Clive

Seconded: Cllr Howe

All in favour that were present at the meeting.

WH18/21 Actions Arising from the meeting of the 21st June 2018.

Noted.

WH18/12 – Plot C119

Cllr Mrs Clive reiterated her concerns over the plaque on the plot and added that she still felt that it did not meet the regulations. It was agreed that the wording in the regulations was ambiguous and the Committee agreed to review these at the next meeting with a view to clarifying the requirements (perhaps photos/diagrams could be included).

WH18/11 – Memorial Service

The Chairman thanked those Councillors who had attended this very successful event. Thanks to be passed on to Fred Woodfine at the Anvil Tea Rooms for the refreshments and to Bob Metcalf of Chamberlains for covering the cost. **Action: Clerk**

WH18/10 – Pet cemetery

The Clerk reported that an application for registration of the cemetery had been sent to the Animal and Plant Health Agency at DEFRA.

- WH18/22** **To consider finance matters:**
i) To approve payments.
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.
Noted.
iii) Bank Reconciliations, May 2018, June 2018 & July 2018 for acceptance.
Resolved: to accept the Bank Reconciliations, May 2018, June 2018 and July 2018
Proposed: Cllr Mrs Marsh
Seconded: Cllr Rankine
All in favour.
iv) To consider Cash Flow forecast.
Noted- no action required.
- WH18/23** **Cemetery update (for information only).**
Noted.
- WH18/24** **Requests for future agenda items (for information only).**
1. Review of regulations.
2. Memorial Service 2019.
3. Budget 2019/20 (Chairman, Vice Chairman and Clerk to meet 3pm on 4.10.18 to prepare recommendations).
4. Second cremation area. **Actions: Clerk**
- WH18/25** **Date of next meeting.**
Thursday 29th November at 6.00pm in the Swanmore Parish Council offices.

There being no further business the meeting closed at 6.45pm.