

ELLESMERE PARISHES JOINT BURIAL COMMITTEE
MINUTES OF MEETING HELD ON 25th January 2018
AT ELLESMERE TOWN HALL

Members Present:

Chair : John Baker

Councillors : Jen Clayton, Pat Clubbe, Jack Frost, Paul Goulbourne, Anne Wignall and
Judith Williams

Public Participation Session

No members of the public were present this evening.

Apologies Received

No apologies had been received.

Disclosure of Pecuniary Interests

No disclosures were made.

Public Participation Session

Nothing further was discussed.

01/18 Minutes

RESOLVED: the minutes of the meeting held on 30th November 2017 are approved, confirmed and signed.

02/18 Matters Arising

No specific matters were raised.

03/18 Constitution of Ellesmere Parishes Joint Burial Committee (update as currently known)

The current position is that the whole situation is being looked at on an ongoing basis by Mandy Evans (ETC Clerk) and John Henry (auditor of JDH Business Services) but nothing specific has been forthcoming since our last meeting. Obviously there are many logistical aspects involved in setting up a new constitution for the Committee and the Cemetery Co-ordinator can only be guided by what he is advised to do as and when things progress.

04/18 Amendment to Cemetery Regulations regarding Memorial Garden extension (for approval)

The CC gave Councillors copies of amendments he had made to Section 6(a) of the Regulations relating to the burial of cremated remains in the new extension. These were unanimously approved by Councillors and the CC will now advise relevant interested parties.

05/18 Cemetery Report

The CC advised Councillors that since the meeting on 30th November there had been five interments in the Cemetery. Four were coffin interments (two into new doubles in the N Section and two re-openings in the D and E Sections) with one cremated remains interment into a new double in the Memorial Garden (this being the last interment in the original area).

Councillors Baker and Frost together with the CC had met Vince Gilroy who is the new Greenfingers Contracts Manager for the Oswestry and Mid Wales area. Various items were discussed with him and he agreed to implement these on an ongoing basis.

The Cemetery Chapel had been used for a funeral service on 7th December followed by interment in the Cemetery.

The CC advised that delivery of the first forty plinths for the new Memorial Garden extension had taken place and the remaining thirty plinths will probably be delivered sometime next week.



As agreed previously, Jones & Hughes stonemasons will shortly be arranging to site some of the plinths starting with a row to the rear of the new area. Once this has been done the CC will contact funeral directors to advise them of our requirements in this area.

06/18 Financial information for current year

TO NOTE: the CC gave Councillors details of income and expenditure from 1st April 2017 to 29th December 2017. He also supplied copies of bank statements dated 30th November and 29th December 2017.

07/18 (a) Correspondence received to date

TSB bank statement dated 30.11.17

Greenfingers – invoice for grounds maintenance in November

JDH Business Services – Joint Burial Committee management and accounting arrangements

E-mail from Mandy Evans advising that ETC had agreed all ten points of the above document and that ETC would be the lead council

Bowen Son & Watson letting statement for Cemetery Lodge dated 06.12.17

SLCC regarding complying with the new data protection requirements effective from May 2018

Bowen Son & Watson letting statement for Cemetery Lodge dated 04.01.18

TSB bank statement dated 29.12.17

Invoice from Magnolia Memorials for supply and delivery of the first 40 plinths for MG extension

07/18 (b) Correspondence received after the Agenda was sent out

Nothing further had been received.

08/18 Accounts due for payment

The following account(s) had been paid since the last meeting :

Greenfingers Landscape (grounds maintenance for December)		£ 800.00
Cemetery Co-ordinator :		
	Nov expenses	£124.38
	Nov additional hours	£ 36.84
	Dec salary	£433.33
	Less tax payable	£ 16.80
		£ 577.75
HM Revenue & Customs (tax payable for month 9)		£ 16.80
Magnolia Memorials (payment for first 40 plinths for MG extension)		£ 930.00
	Total	<u>£2,324.55</u>

The following account(s) are now due for payment :

ETC (hire of room for tonight's meeting)		£ 20.00
Cemetery Co-ordinator :		
	Dec expenses	£170.00
	Dec additional hours	£ 10.53
	Jan salary	£433.33
	Less tax payable	£ 11.60
		£ 602.26
HM Revenue & Customs (tax payable for month 10)		£ 11.60
Magnolia Memorials (payment for last 30 plinths for MG extension)		£ 720.00
Greenfingers Landscape (grounds maintenance for January)		£ 800.00
	Total	<u>£2,153.86</u>

RESOLVED : that these accounts are paid.

Date of next scheduled meeting

Thursday 29th March 2018 at 7.00 p.m. in Ellesmere Town Hall

End of meeting.

