

ELLESMERE PARISHES JOINT BURIAL COMMITTEE
MINUTES OF MEETING HELD ON 29th March 2018
AT ELLESMERE TOWN HALL

Members Present:

Vice Chair : John Frost

Councillors : Jen Clayton, Pat Clubbe, Kay Egerton, Geoff Elner, Paul Goulbourne and
Judith Williams

As Councillor Baker had given his apologies for tonight's meeting Councillor Frost chaired the meeting.

Public Participation Session

No members of the public were present this evening.

Apologies Received

Apologies had been received from Councillors John Baker, David Bevan and Anne Wignall.

Disclosure of Pecuniary Interests

No disclosures were made.

Public Participation Session

Nothing further was discussed.

09/18 Minutes

RESOLVED: the minutes of the meeting held on 25th January 2018 are approved, confirmed and signed.

10/18 Matters Arising

No specific matters were raised.

11/18 Constitution of Ellesmere Parishes Joint Burial Committee (update as currently known)

The Cemetery Co-ordinator advised Councillors that the whole logistical situation of converting to a new constitution from 1st April 2018 was being looked at on an ongoing basis. He also advised that Ellesmere Town Council had a meeting due next Thursday 12th April. ETC Councillors will need to agree to a name for the new committee and draw up a new lease/constitution agreement with ETC's solicitors.

The CC advised that our insurance cover with Aviva will cease at midnight on 31st March 2018 and henceforth it will be included in ETC's schedule. The CC confirmed that he had also contacted other contractors to advise them of the change.

Councillors wanted it minuted that they were unanimously of the opinion that they wanted the new committee (or sub-committee) to carry on running along the lines EPJBC had over the past few years (except with regards to expenditure) and continue with the 60/40 Ellesmere Town Council/ Ellesmere Rural Parish Council split.

Councillors also wanted it minuted that they wished the Cemetery Co-ordinator to continue in his role on any new committee (or sub-committee).

12/18 Cemetery Fees and Charges (1st April 2018 to 31st March 2019)

Councillors unanimously agreed that the fees and charges relating to the Cemetery for the coming year should remain as they have been for the past year. The CC will advise relevant interested parties regarding this.

Councillors briefly discussed the workhouse cemetery and will return to this subject again in the future. It was also agreed to invite Mandy Evans, ETC Clerk, to our annual cemetery visit in July.

13/18 Cemetery Report

The CC advised Councillors that since the meeting on 25th January there had only been two interments. Both were coffin interments (one a new grave in the N Section and the other a re-opening in the F Section).

Greenfingers had delivered a tonne of topsoil into the box store at the rear of the Chapel.

We had now taken delivery of the last 30 plinths for the Memorial Garden extension.

When Steve Jones and his team came to lay out some of the plinths they found that the plinths were, in fact, 450mm x 450mm and not 400mm x 400mm as we had ordered. However, this actually worked out better in terms of placement and spacing and will now allow seven rows of ten plinths to fill the extension area. A row across the rear of the area was laid in a 1 2 2 2 2 1 layout which allows adequate space for access to any plot. Another row of six additional plinths (from rear to front of the first plinth laid) has also been laid out as a template for the future.

The CC has advised local funeral directors of our requirements in the new area and will advise other funeral directors as and when circumstances dictate.

The CC advised that the cemetery Chapel will be used for a funeral service next Wednesday.

14/18 Financial information for current year

TO NOTE: the CC gave Councillors details of income and expenditure from 1st April 2017 to 28th February 2018. He also supplied copies of bank statements dated 31st January 2018 and 23rd February 2018.

15/18 (a) Correspondence received to date

TSB bank statement dated 31.01.18

Bowen Son & Watson letting statement for Cemetery Lodge dated 01.02.18

E-mail from Mandy Evans requesting various information relating to the JBC and set up of new constitution

TSB bank statement dated 23.02.18

Bowen Son & Watson letting statement for Cemetery Lodge dated 01.03.18

Invoice from Magnolia Memorials for supply and delivery of the last 30 plinths for MG extension

E-mail from Bowen Son & Watson regarding effecting repairs to dripping tap at Cemetery Lodge

E-mail from Came & Company regarding cancellation of our insurance policy as from 01.04.18

Invoice from Jones & Hughes stonemasons for laying out of 16 plinths in the Memorial Garden extension

15/18 (b) Correspondence received after the Agenda was sent out

Nothing further had been received.

16/18 Accounts due for payment

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

Cemetery Co-ordinator :	Jan expenses	£126.17	
	Jan additional hours	£ 31.58	
	Feb salary	£433.33	
	Less tax payable	£ 15.80	£ 575.28
HM Revenue & Customs (tax payable for month 11)			£ 15.80
Greenfingers Landscape (grounds maintenance for February)			£ 800.00
Jones & Hughes (plinth laying in MG extension)			£ 300.00
ETC (hire of meeting room tonight – requested to be paid early)			£ 20.00
	Total		<u>£1,711.08</u>

