

## **Minutes of a meeting of the Ashby Woulds and Oakthorpe, Donisthorpe and Acresford Joint Burial Committee held by remote access on Thursday 7 May 2020**

Present Cllr L Ordish (in the Chair)

Cllrs J Antill, N Antill Holmes, S McKendrick,  
E Shepherd, P Thomas, D Warren and M Warren.

### **295.1 Apologies**

Apologies for absence were received from Cllr T Temple who was unable to attend the meeting by remote access. He had indicated he had no comments to make on the meeting papers.

### **296.2 Minutes**

The minutes of the meeting held on Thursday 9 January 2020 were confirmed and would be signed when circumstances permitted.

### **297.3 Matters Arising**

286.8 The clerk indicated that enquiries had been made concerning the risk assessment and having seen examples of other council's considered this could be completed in house. This would be available at the next meeting of the Joint Committee.

290.12 The problems with the bank mandate had now been resolved.

### **298.4 Confirmation of Chairman's and Clerk's Action**

There was nothing to report.

### **299.5 Audit Regulations – Accounting for Joint Arrangements**

All documentation was complete and had been approved however the formal signing had been delayed because of social distancing restrictions. The clerk indicated that she would make the necessary arrangements as soon as is reasonable possible.

### **300.6 Final Accounts 2019-2020**

The clerk presented the final accounts to the committee and explained some of the summary figures. The year-end balance of £28261 would be carried over to fund future major repair and maintenance works in the cemetery. The clerk also indicated that in accordance with the Joint Arrangements the accounts had been submitted for Internal Audit and all figures had been included in the annual return of the host authority, Oakthorpe Donisthorpe and Acresford Parish Council.

The Audit report had been received and no issues had been raised with the Joint

Committee's accounts. A suggestion had been made that the committee may wish to consider computerising the Cemetery documents. The clerk agreed to research the matter and obtain some indicative prices for the project.

The accounts for the year ending 31 March 2020 were recommended for acceptance to both Parish Councils.

### **301.7 Correspondence**

There was nothing to report.

### **302.8 Interments, Memorials and Signing and Sealing of Grant of Rights**

<u>Ref</u>	<u>Plot</u>
981	4547 Headstone for Bourne & Miller
982	6032* Interment of Peter Riley
983	18E/F Memorial for William and Betty Wright
984	12C Memorial for Walter & June Haywood

There are Grants of Right to sign for the items marked \* and these will be dealt with when permissible

### **303.9 Approval of Payments**

The schedule of payments was approved and would be signed when permissible.

It was noted that there were potential economies of scale to be had should the two parish council's combine their maintenance contracts along with the Joint Burial Committee. This is something that could be considered later in the year.

### **304.10 Inspection of Cemetery**

- There was a sapling growing next to a grave space which needed removing.
- The skip required emptying. This is something the grave digger normally arranges.
- The ditch at the bottom end of the cemetery was overgrown and needed cleaning out.
- The refuse collectors had emptied the bin and re sited it on top of a grave.
- There were signs of rabbits in the cemetery.
- Some of the trees that had been planted some years back still had the protective netting at the base.
- Some gravestones at the top end of the cemetery were leaning at up to a 30 degree angle.

- An enquiry was made as to whether or not the cemetery notice board was used. The clerk confirmed it had not been used for some time. Investigations would be made as to whether it could be put to dual use and potentially relocated.

Where relevant the clerk would arrange for all matters to be attended to.

#### **304.11 Any Other Business**

There was nothing reported.

#### **305.12 Date of Next Meeting**

The next meeting will be at 7.00pm on 2 July 2020 at Oakthorpe Community and Leisure Centre.

The meeting closed at 7.30pm