

Weaverham, Cuddington and Acton Bridge Cemetery Committee

Date & time	19 th December 2023 at 19.30	Location	Weaverham Community Centre
Attendees	Cllr T Brocklebank (ABPC) (Chairperson), Cllr J Freeman (WPC), Cllr P Chrimes (CPC), Cllr S Brookes (CPC), Cllr D Ruchat (CPC), Cllr C Fifield (ABPC), Cllr Williams (WPC), Mr K Byrne, Mr G Robinson (Cemetery Maintenance Manager), Mrs C Robinson (Clerk to the Committee)		
Apologies	Cllr S Fleet (CPC), Cllr G Edwards, (WPC),		
Absent			
Minutes written by	Mrs C Robinson (Clerk)		

The meeting commenced at 19:30

Agenda item	Notes & actions
64. Apologies	Apologies for Absence – as noted above. Cllr Williams (WPC) hasn't resigned from the committee, he only stood down for the last meeting.
65. Minutes silence at the passing of Cllr Bland	The JCC observed a minutes silence at the sad passing last month of Joint Cemetery Committee member Cllr Eileen Bland from Weaverham Parish Council.
66. Public Open Forum	There were no members of the public present
67. Declarations of interest	There were no disclosable pecuniary interests declared.
68. Minutes of Committee meeting held on 18th October 2023	Cllr Freeman proposed and Cllr Chrimes seconded and it was RESOLVED that, the minutes of the Cemetery Committee meeting held on 18 th October 2023 are accepted as a true and correct record.
69. Decision on request for additional inscription without a transfer of ownership	The Clerk sent an email to the JCC on 21/11 asking for decision on allowing an additional inscription, without transferring ownership, due to exceptional circumstances. The ICCM have advised against transferring ownership in these circumstances. 3 Cllrs agreed by email to 'Yes, accept the instructions from the close family to add an inscription'. Cllr Williams proposed and Cllr Brookes seconded and it was RESOLVED to allow the additional inscription for the deceased owner of the burial rights without transferring ownership. Action Mrs Robinson
70. Review of Joint Cemetery Committee meeting dates for 2024, including decision on request to vary the day of the week.	The Clerk received a request from Weaverham Parish Council for the Joint Cemetery Committee to hold at least some meetings on a day other than Tuesday so that a potential replacement for Cllr Bland can join at least some of the meetings. The Clerk had circulated a draft of the meeting dates if they were still being held exclusively on the 3 rd Tuesday of every other month for the JCC to review. After discussion the JCC agreed to hold meetings on the 3 rd Wednesday of every other month with the exception of December, when it will be held on the 2 nd Wednesday. The Clerk will amend the dates and circulate again. Action Mrs Robinson
71. Review and decision on whether to approve the draft Joint Cemetery Committee investment policy.	A draft Joint Cemetery Committee Investment Policy had been circulated by email for review earlier in the day. The JCC discussed the importance of having funds put away (sinking fund) to limit the liability of the 3 Parish Councils once the cemetery had a reduced income due to lack of available space, but still had maintenance requirements. Cllr Fifield proposed and Cllr Freeman seconded and it was RESOLVED to adopt the Investment Policy (subject to the approval of the change to the JCC constitution). The JCC asked the Clerk to start thinking about metrics/statistics that could be reviewed in 2024 to see if any forecasts on income and liability could help with future decision making. The Clerk was also asked to contact the ICCM and local cemeteries (such as Swanlow) to see what recommendations they might have for the number of years being granted for

Current A/c	2,296.11
Reserve A/c	25,471.44
National Savings A/c	107,139.40
Unrepresented bankings	210.00
Unpresented Chqs/DDs	2,196.00
	132,920.95

Summary

Total Balance B/Fwd @ 14/10/23	135,610.84
Plus total receipts	6,129.34
Less total payments	8,819.23
Total Balance C/fwd to 14/10/23	132,920.95

Income vs Expenditure – The overall balance has dropped by a further £2.7k in the last 2 months. However, there has also been additional expenditure (benches & wildflowers) of £2,844 and back pay of £740 following the recent backdated pay increase. The overall balance has increased by £2,760 since 1st April.

Insurance renewal - due 22nd December £395.93; last years premium was £395.40.

76. Correspondence	There was no correspondence to bring to the attention of the JCC outside anything already on the agenda/detailed in the Clerks report.
77. AOB	<ul style="list-style-type: none"> • The Chairperson thanked the Clerk and the Maintenance Manager for all their hard work over the year. • The Chairperson thanked all the members of the Joint Cemetery Committee for their time and commitment being on the Committee. • Those present thanked the Chairperson for his work as Chairperson for the last year.
78. Date of next meeting	The next meeting is planned for Wednesday 21st February 2024 (Acton Bridge Parish Rooms TBC)

The meeting closed at 20:20

Signed..... (Chairperson)

Date.....