

**CREWKERNE AND WEST CREWKERNE**  
**JOINT BURIAL COMMITTEE**

Minutes of the Meeting held on Tuesday 5 January 2016 at 6.45 p.m. in the Council Chambers, Town Hall, Market Square, Crewkerne.

**PRESENT:**

Cllrs. M. Best (Chairman), Mrs S. Allman, Mrs J. Borland, C. Broome, F. Freeman, R. Pailthorpe, Mrs A. Stuart.

In attendance: Mr P. Davidson (Clerk)  
Members of the public: none.

**48 APOLOGIES FOR ABSENCE**

15/16

None

**49 PUBLIC PARTICIPATION**

15/16

None.

**50 DECLARATIONS OF INTEREST**

15/16

None.

**51 TO APPROVE THE MINUTES**

15/16

**It was AGREED that the minutes of the meetings of the Joint Burial Committee held on 6 October 2015 and on 24 November 2015 be APPROVED.**

**52 CLERK'S REPORT**

15/16

The report was noted.

Regarding the felling of the leylandii, Cllr Best pointed out that, following the felling, part of the mesh wire fencing was now on the ground. The Clerk was asked to investigate re-establishing the fencing line.

**53 PATH IMPROVEMENTS**

15/16 Consideration of the three quotations which have now been obtained for tarmacking of the paths

After discussion, it was **AGREED to authorise Avalon Surfacing to undertake "Area 1" of the tarmacking work in accordance with their quoted cost of £8,280 (+VAT).** The Clerk was asked to schedule this work for the spring.

**54 PRECEPT FOR 2016/17**

15/16 To confirm the precept for 2016/17, including the split between Crewkerne and West Crewkerne

It was **AGREED that the precept for 2016/17 was to be set at £41,175.** The split of precept between Crewkerne and West Crewkerne was discussed but could not be agreed at the

meeting, as clarification was still required on whether Wayford's population needed to be removed from the West Crewkerne population numbers. Cllr Best and Cllr Mrs Borland will resolve this question urgently.

**55 FINANCIAL MATTERS FOR CONSIDERATION**

15/16

- a) **Accounts for payment:** to approve reimbursement to Town Council and Accounts for payment for the period 1 October to 31 December 2015

It was **AGREED** that the Accounts for payment in the sum of **£12,186.89** be approved.

The process for verification of the accounts by Councillors was discussed. It was agreed that an improvement to the process would be to ensure that the accounts were checked by a West Crewkerne Councillor. It was therefore agreed that Cllr. Freeman, supported by Cllr. Mrs Allman, would check the accounts prior to every meeting.

- b) **Bank Reconciliation:** to report that the bank reconciliation as at 30 November 2015 has been completed.

The report was noted. It was noted that cash in hand at the bank as at 30 November 2015 was £42,049.57.

- c) **Receipts and Payments Variance:** to consider the variance report as at 31 December 2015

The report was noted.

- d) **Annual Review of Allocated Reserves:** including the adequacy of the General Reserves

The report was noted. It was **AGREED** that the estimated level of reserves as at **31 March 2016** were above the minimum requirement of **25%** of the precept and therefore adequate.

**56 TO APPROVE APPLICATIONS, TRANSFERS AND MEMORIALS RECEIVED**

15/16

**PLOT PURCHASE**

Ann Veronica Gant	G4 980
Ivan Frederick Margetts	EX 04

**MEMORIALS**

Paul Hampshire	EXO 29
David Gain	CSK NE201
Nigel Bowditch	EXR 3
Ivan Margetts	EX 04
Lisa Pearce	EX 032

**The Applications and Memorials were APPROVED.**

57     **MATTERS OF REPORT**

15/16

Appearance of the cemetery: all Councillors agreed that the cemetery was looking well-kept and neat, with the removal of the leylandii having made a major improvement.

Cemetery visit: Cllr Best had noted the following points on his recent visit to the cemetery:

- In the new section, a number of low trellis-type fences have appeared around graves. Although these were not unsightly, it reinforced the need to review the cemetery rules. The Clerk was asked to add a review of cemetery rules to the agenda for the next meeting.
- In the chapel workshop rest area, the electrical sockets are positioned too close to the sink. The Clerk was asked to arrange for the sockets to be repositioned to a safe distance.

Notice board: the Clerk advised that he had investigated costs for a new notice board. Councillors agreed that the notice board was best located adjacent to the chapel. The Clerk will firm up costs for presentation at the next meeting.

Commemorative bench: it was noted that the appearance of the banking behind the late Linda Bellingham commemorative bench needed to be improved. The Clerk will investigate options for installing wooden retaining battens. It was also noted that the area behind this and the adjacent benches needed planting up. The Clerk will investigate options.

58     **DATE OF THE NEXT MEETING**

15/16

Tuesday 5 April 2016 at 6.45 p.m. in the Council Chambers, Town Hall, Market Square, Crewkerne.

The meeting closed at 7.30 p.m.

**Signed.....**

**Dated.....**