

WIMBORNE CEMETERY JOINT MANAGEMENT COMMITTEE

Minutes of the meeting held in the Council Chamber at Wimborne Minster Town Hall on
Wednesday 13 August 2014 at 6.00 pm

Present: Cllr. S. Cook – Chairman Cllr. S. Cowsill
 Cllr. A. Cross Cllr. L. Harvey Cllr. M. Huntriss
 Mrs P. Holloway – Interim Clerk

14/27 APOLOGIES OF ABSENCE

None

14/28 RECEIVE DECLARATIONS OF INTERESTS

None

14/29 ELECTION OF CHAIRMAN

RESOLVED that Cllr Mrs S Cook be elected Chairman for the remainder of the
2014/2015 municipal year

Voting: Unanimous

14/30 ELECTION OF VICE CHAIRMAN

RESOLVED that Cllr Ms S Cowsill be elected Vice Chairman for the remainder of the
2014/2015 municipal year

Voting: Unanimous

14/31 ANNUAL RETURN FOR 2013/2014

No matters arising from the audit therefore it was

RESOLVED to approve and accept the audit by the committee members

Voting: Unanimous

14/32 SIGN AND APPROVE MINUTES OF THE MEETING HELD ON 24 JULY 2014

The Minutes of the meeting held on 24 July 2014 were confirmed and signed
as a true and accurate record

14/33 CLERKS REPORT

a) Minute No: 14/07

(4c) Roof on toilet block not yet repaired or tiles missing from the Chapel replaced
(Cllr Harvey to ask the roofer who was carrying out work at Wimborne Minster Town
Council to inspect the two buildings)

Interim Clerk to obtain quotes from contractors to carry out this work

(4d) Clerk to obtain Deeds for cemetery land – no further information

b) Minute No: 14/09

(d) To date, a letter has not been sent to the owner of the plot due to the long grass within the grave area being cut by the cemetery superintendent

14/34 APPOINTMENT OF PERMANENT CLERK AND REGISTRAR

RESOLVED by WMTC at their meeting held on 12th August 2014 to appoint Mrs Pauline Holloway to the position of Clerk and Registrar to WCJMC with effect from 1st September 2014. A job description will be prepared based on the work schedule that is held on file

14/35 ASSISTANT CEMETERY SUPERINTENDENT

Councillors were informed of the resignation of James Shannon who will leave at the end of August 2014.

14/36 FINANCE UPDATE

Councillors were given an up to date report

14/37 CORRESPONDENCE

Letter received from Mr J.H. Smith regarding the boundary line between the cemetery and No. 6 St. Margarets Close. This matter is currently being dealt with by the Interim Clerk

14/38 INFORMATION

- (a) Councillors were informed of the new valuation of the cemetery, which has resulted in an increase on the insurance premium
- (b) The Cemetery Superintendent will be on holiday as from Monday 22 September for two weeks
- (c) Letters and invoices had been sent to allotment holders regarding the renewals which are due as from 1st September 2014
- (d) Cllr Cross requested a committee visit to the cemetery and this has been arranged for the 3rd September 2014 at 11.00

14/39 DATE OF NEXT MEETING

The next meeting will be held on Thursday 9 October 2014 at 10.0 am in the Committee Room at Wimborne Minster Town Hall

The Chairman declared the meeting closed at 7.14 pm

Signed:

Cllr. S. Cook - Chairman