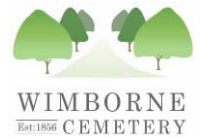


WIMBORNE CEMETERY JOINT MANAGEMENT COMMITTEE



Minutes of the Wimborne Cemetery Joint Management Committee meeting held virtually on Monday 21st September 2020 at 6:30pm.

Present: Cllr. C. Chedgy - Chairman
Cllr. S. Broad – Vice Chairman
Cllr. N. Bridle.
Cllr. M. Tidd
Ms K. St Clair – Clerk & Registrar

20/42 APOLOGIES FOR ABSENCE

Cllr. S. Morawiec

20/43 MATTERS ARISING FROM MINUTES OF MEETINGS HELD ON 20th JULY 2020

20/36 – Members updated that work to the car park extension was finished and shown a slideshow of photographs from before work commenced on the new Children’s Section, fencing and car park, through to completion.

20/39 – The Clerk advised members the planting of yew trees planned for September 2020 had been put on hold due to other priorities. Members agreed this should be deferred until next year.

20/44 APPROVE AND SIGN FINANCIAL REPORTS – JULY & AUGUST 2020

Financial reports for the above periods were provided to all members prior to the meeting, including the Clerk’s Report, Activity Summary and the Budget Comparison report to date. Full reports including Bank Reconciliations, Financial Summary – Cashbook, Income and Expenditure Transactions and Budget Comparison to date were checked against the bank statements and signed by the Chairman as correct and after the meeting with no issue or concerns raised.

20/45 CLERKS FINANCE REPORTS AND ACTIVITY SUMMARY – JULY & AUGUST 2020

The Clerk’s Finance Reports and Activity Reports for July and August 2020 were provided to the committee prior to the meeting. The Clerk reported income as above the average expected in both periods and activity was high, but consistent. There were no unexpected outgoings in the period and although expenditure for August appeared low, payment for planned works such as the resurfacing of the car park extension was due in the next month which would also balance the budget.

20/46 MONTHLY MAINTENANCE REPORT – JULY & AUGUST 2020

Planned Maintenance meetings continued across the summer break and included discussion of regular items such as COVID-19, grave maintenance, and arrangements during annual leave. Separate matters covered the cutting of the yew trees and schedule hedge cutting due to be start at the end of September. The Clerk wrote to 46 neighbouring properties of the cemetery to inform them of the work and invited households to join a mailing list so they could be kept informed of events which might impact or be of interest to them in the future. This action was well received by those contacted and an email list compiled.

WIMBORNE CEMETERY JOINT MANAGEMENT COMMITTEE



The Clerk updated members of a trial for 'work experience' which occurred across 2 weeks over the summer period. The individual attended for 3-4 hours a day and helped clear cuttings from yews and with general grounds maintenance. The Chairman approved a donation to be paid and requested the Clerk look into further work experience opportunities which could be offered in the future.

Members discussed the end of the allotment season and were updated that 2 allotments were handed back and that there had been a high turnover of holders on one particular allotment with no-one being able to make a success of it. The Clerk suggested this allotment could be leased free of charge to local Scouts and Brownie groups from Wimborne, Colehill and Pamphill which would assist them in gaining gardening badges and awards.

IT WAS RESOLVED that the Clerk arrange a Licence Agreement with the Scouts Leader 'free of charge', but to include all other parts of the licence agreement. The Leader could then arrange with other local Brownie and Scout leaders as to how the facility could be shared.

20/47 CEMETERY OF THE YEAR COMPETITION

The Clerk reported to members an entry was submitted to this years' Cemetery of the Year competition in the category of Large Burial Ground. Wimborne Cemetery scored 25 points above the average for the category, but unfortunately, this was not enough to be shortlisted as a finalist. The Clerk produced an analysis of the scores and related questions where higher marks were possible to achieve. This was discussed in detail by members and the Clerk expressed the feedback from the entry was a useful tool as to where focus might be directed in the future.

20/48 CEMETERY LODGE

The Clerk followed up progress with the Chairman on the review of the Assured Shorthold Tenancy. This was confirmed 'in-hand' and should be ready for re-submission to the solicitor shortly. The Clerk also updated members of future expenditure for remedial works within the lodge, including a new kitchen light switch and replacement shower to be fitted to the bathroom.

20/49 ITEMS FOR INFORMATION

The Chairman enquired about events for Remembrance Sunday and Armistice this year. The Clerk confirmed there were no plans this year due to the pandemic.

20/50 DATE FOR NEXT MEETING

The date for the next meeting of the JMC is Monday 19th October 2020 at 6:30pm. The Chairman declared the meeting closed at 7.15pm

Signed:
Chair

Dated: