

WIMBORNE CEMETERY JOINT MANAGEMENT COMMITTEE



Minutes of the Wimborne Cemetery Joint Management Committee meeting held virtually on Monday 22nd February 2021 at 6:30pm.

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

20/97 APOLOGIES FOR ABSENCE

Cllr. L. Hinks

20/98 MATTERS ARISING FROM MINUTES OF MEETINGS HELD ON 8th JANUARY 2021

20/92 – Revised Constitution sent to Clerks of the three constituent authorities and confirmation received from Wimborne Minster Town Council and Pamphill & Shapwick Parish Council that amendments were approved through their full council.

20/93 – The Clerk is in the process of obtaining quotes for repairs under the Memorial Maintenance Program. Both Colehill Parish Council and Pamphill & Shapwick Parish Council have already discussed at full council and agree in principle with carrying out the repairs as long as there is no direct effect on the contribution to do so.

20/95 – The Chairman welcomed Cllr Hinks to the committee although she was unable to be present at this meeting.

20/99 APPROVE AND SIGN FINANCIAL REPORTS – JANUARY 2021

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. An electronic copy was provided to the Chairman, checked against the bank statements and no issues or concerns raised. It was noted the current account balance has remained between £30-£40,000 for the majority of the financial year.

20/100 CLERKS FINANCE REPORTS AND ACTIVITY SUMMARY – JANUARY 2021

The Clerk's Finance and Activity Reports for December 2020 were provided to the committee prior to the meeting. The Clerk reported fee income for the period as above average and expenditure included mostly standard expenditure as well as the Employer's Liability annual premium and wood purchased for the memorial maintenance program. Activity was fairly average for the period, however 70% was from 'non-resident' income.

20/101 MONTHLY MAINTENANCE REPORT – FEBRUARY 2021

The Clerk distributed the Planned Maintenance Report for February prior to the meeting and highlighted the new process of using recycled bark to improve the appearance of the graves, particularly in these winter months. The Clerk's report provided members with details of the purchase of a new Kombi engine and hedge

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trimming attachment under budget heading 270/2: New Machinery & Equipment. The committee discussed the purchase of replacement hedging for approximately 10 metres to the side of the workshop and which borders the rear of property on Culverhayes Road.

IT WAS AGREED the area of hedging in need of replacement should be filled in with Beech.

20/102 PUBLIC SPACES PROTECTION ORDER FOR DOG CONTROL

The Chairman updated members that following a freedom of information request made to Dorset Council it would not be necessary for the Clerk to write to them as thought in minute 20/70. Their explanation for this was, as dogs are not permitted in the cemetery in any case, then it would be inconsistent to say they must now be kept on a lead – if ‘not permitted’ then the PSPO does not apply.

20/103 MEMORIAL MAINTENANCE PROGRAM UPDATE

The Clerk provided members with an interim update on progress of the Memorial Maintenance Program. There had been contact made from a further 7 families bringing the percentage total of contact and likely repair up from 27% to 38% (excluding Section 23). The Clerk had received 4 out of 8 quotations back from Stonemasons following the suggestion made at the last meeting and will provide members with a full report at the next meeting for their discussion and decision.

20/104 ITEMS FOR INFORMATION

The Chairman asked each member if they had any items for information which were noted by the Clerk. Earlier today there was an update from the Government regarding a roadmap out of COVID lockdown, the Clerk produced a draft document of initial thoughts and impact on the cemetery and operations of the committee which she will distribute and add to the agenda for discussion in March.

20/105 DATE FOR NEXT MEETING

The date for the next meeting of the JMC is Monday 22nd March 2021 at 6:30pm.

The Chairman declared the meeting closed at 7.22pm

Signed:
Chair

Dated: