

WIMBORNE CEMETERY JOINT MANAGEMENT COMMITTEE



Minutes of the Wimborne Cemetery Joint Management Committee held in the Cemetery Chapel at Wimborne Cemetery on Monday 21st June 2021 at 6pm.

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

One member of the public submitted a question to the committee prior to the meeting which is covered in minute 21/29.

21/19 APOLOGIES FOR ABSENCE

None.

21/20 MATTERS ARISING FROM MINUTES OF MEETINGS HELD ON 10th MAY 2021

The following matters arising are from the above earlier meeting:

21/17 – Following the review and appeal to allow local councils to continue to meet virtually which was revoked, members opted to meet in person at the Cemetery Chapel until September 2021 when it will again be reviewed.

21/21 APPROVE AND SIGN FINANCIAL REPORTS - MAY 2021

Financial reports for the above period were provided to members prior to the meeting, including the Clerks 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 Chair as correct during the meeting with no issue or concerns raised.

21/22 CLERKS FINANCE REPORT AND ACTIVITY SUMMARY - MAY 2021

The Clerk's Finance Report and Activity Report for May 2021 were provided to the Committee prior to the meeting. The Clerk reported income for the period was well above average. Activity included 9 funerals, 7 memorial applications and the chapel had been used twice, while the fees were derived largely from non-resident income. Expenditure for the period was made up of general expenses and grave digging, with a number of larger invoices due for payment next month.

21/23 PLANNED MAINTENANCE REPORT – JUNE 2021

The Clerk distributed the Planned Maintenance report to members prior to the meeting and reported that some areas were slightly behind due to the demands of COVID and increased activity especially throughout May, unusual weather and annual leave. Although not overwhelmed, it was agreed some help would be useful. The Clerk offered her son would be pleased to help having recently turned 16 and left school until after the summer holidays. This could provide an extra pair of hands, while also maintaining the current 'bubble', as from the same household.

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Members also discussed the options for the 100m of hedging required for the back field, which was identified as lacking during the Cemetery Inspection. Cllr Chedgy expressed concern at using something not indigenous to the area and offered to look into other options. The Chair agreed and also offered to research native hedging which would also be fit for purpose.

IT WAS RESOLVED that the JMC agree to the Clerk's son assisting the groundsman on casual and voluntary basis over the next few months.

21/24 UPDATE ON MEMORIAL MAINTENANCE PROGRAM (MMP)

The Clerk's report to members provided an update on the Memorial Maintenance Program following the resolution at minute 20/113 to allow the supply of contact details of a stone mason to families. The Clerk has received excellent feedback from a number of people who have had work carried out by Somerville Stone and so far, 47% or, 31 of the 66 memorials have been repaired to BRAMM standards. The Clerk has now commenced the second year of memorial testing which includes Section 21, 20, 19, 15, 14 and 13 and reported the first section (21) to be going well with regular updates to follow.

21/25 STAFF ADMINISTRATION INVOICE

Members requested a review of the invoice for staff administration as a new expense not previously budgeted for. The Town Clerk provided the JMC with detailed information and the matter was discussed at length.

IT WAS AGREED that the Clerk ask if it is possible to obtain a figure from Wimborne Minster Town Council to assist with future budgeting and thank them for their hard work and assistance in this matter.

21/26 EPITAPH & REGISTERS – MMP

The Clerk reported to members the arrangements for the return, deposit and collection of records from Dorset History Center to assist with the MMP and sought authority to collect the following documents:

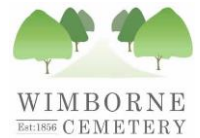
- Exclusive Right of Burial registers Nos.1-7
- Indexes to Register of Burials or graves
- Any plans which include individual plot numbers
- Register of Graves Nos.1-6

IT WAS RESOLVED that the Clerk's request to remove the above documents from archive is supported.

21/27 QUEEN'S JUBILEE CELEBRATIONS

Members were asked to consider the role of the cemetery, Clerk and any financial implications of taking part in the national celebrations to mark the Queen's 70th year of reign. The celebrations are due to take place between Thursday 2nd and Sunday 5th June 2022. A guide to taking part was released by Bruno Peek, Pageantmaster and the constituent authorities of the JMC have also started communications regarding taking part. Events will start with a Town Cry at 1pm on Thursday 2nd June announcing the lighting of beacons that evening and pipers playing *Dui Regnare* at 9.09pm, before the beacons are lit at 9:15pm.

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IT WAS RESOLVED that the Clerk can attend meetings, make arrangements and assist in arrangements regarding the organisation of this event. The Clerk will keep the committee informed and provide details of any proposed expenditure.

21/28 MEMORIAL FOR THOSE RECOVERED FROM THE SQUARE

On 12th February 2014 various bones excavated during the work on the enhancement scheme in The Square, Wimborne were recovered and the remains of approximately 31 people were reinterred in Wimborne Cemetery. As this grave remains unmarked, members were asked to consider a permanent memorial for the grave to preserve history and as a mark of respect. The grave was purchased by East Dorset District Council, Furzehill under Deed of Grant certificate number 4131 for grave in Section 21 B25 and permission would need to be obtained.

IT WAS RESOLVED that the Clerk obtain quotes, permission and information of any possible grant or funding to cover the cost of the memorial. They will also contact the funeral director, Nicholas O'Hara's regarding possible carbon dating information for the remains.

21/29 ITEMS FOR INFORMATION

The Clerk received an email from a member of the public on Monday 14th June 2021 regarding the enforcement of Cemetery Regulations, specifically Regulations 2, 7 and 12. The Clerk corresponded with them over the course of the week covering the details of the points raised and concluded that, in their position as Clerk & Registrar, no recommendation to *'update, amend, remove or change anything within the Regulations or with the signage'* would be made to the committee.

The Clerk provided copies of the correspondence (redacted for personal information) to members and the matter was discussed at length. Cllr Chedgy concluded that the committee fully endorsed and supported the Clerk's response and proposed course of action, which is that it would be unsympathetic to enforce the Regulations in a blanket and/or rigid fashion. That the circumstances behind each interment, grave, family member and visitor must be taken into consideration and people treated with compassion and at the informed discretion of the Clerk & Registrar and committee. The Regulations are not law, but guidance which people are asked to respectfully adhere to for the safety, comfort, and peaceful enjoyment of the cemetery for all. Should there be an issue reported or identified then the Regulations provide recourse to deal with the matter as sensitively as possible.

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21/30 DATE FOR NEXT MEETING

The date for the next meeting of the JMC is Monday 19th July 2021 at 6pm and will take place in the Cemetery Chapel.

The Chair declared the meeting closed at 7:16pm.

Signed:

Chair

Dated: