

# WIMBORNE CEMETERY JOINT MANAGEMENT COMMITTEE



**Minutes** of the Wimborne Cemetery Joint Management Committee held virtually on Monday 20<sup>th</sup> December 2021 at 6:30pm. This meeting was held virtually due to new COVID variant and high rates of infection locally.

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

## **21/65 APOLOGIES FOR ABSENCE**

None.

## **21/66 MATTERS ARISING FROM MINUTES OF MEETINGS HELD ON 22<sup>nd</sup> NOVEMBER 2021**

The following matters arising are from the above earlier meeting:

21/60 – enquiries into cost to repair the gates had come back at more than originally anticipated so the Clerk will look into comparisons to ensure the best price obtained.

## **21/67 APPROVE AND SIGN FINANCIAL REPORTS – NOVEMBER 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 no issue or concerns raised.

Minutes, Finance Reports and Bank Statements to be signed at the next in-person meeting.

## **21/68 CLERKS FINANCE REPORT AND ACTIVITY SUMMARY – NOVEMBER 2021**

The Clerk's Finance Report and Activity Report for November 2021 were provided to the members prior to the meeting. Income from fees was again higher than the monthly budgeted average, however, activity was only slightly up and the split marginally in favour of 'non-resident' rates. This indicates the fees charged for each activity is at the right rate and accessibility good. Expenditure included two months of grave digging fees, annual servicing of portable equipment and the alarm as well as standard expenditure. Despite no income from lodge rent, the balance of income against expenditure remained stable.

## **21/69 PLANNED MAINTENANCE REPORT – DECEMBER 2021**

The Clerk provided the Planned Maintenance Report for the month to members prior to the meeting. Work to the communal area of the allotments was discussed and completion of cutting to the boundary hedge to be monitored by the Clerk. Cllr Chedgy raised the question of the allotment waiting list and whether there was an issue of people able to 'double up' holding an allotment with the new site now under allocation in Wimborne. The Clerk responded it would be difficult for any council to

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ascertain as it would require information sharing and likely a breach of data protection.

## **21/70 EXCLUSION OF PRESS AND PUBLIC**

**IT WAS AGREED** at 6:48pm that in view of the confidential nature of the business about to be transacted, the press and public be excluded for the duration of the next item.

## **21/71 CEMETERY LODGE (CONFIDENTIAL)**

See Confidential Minute 21/71 below.

## **21/72 RENOVATION OF THE LODGE**

The Clerk provided 6 quotations to the committee comprising work from individual tradesman and builders covering the renovations as a whole. There was one further quote outstanding which members resolved to give the company 7 days to respond from the date of this meeting. The committee reviewed and discussed the quotations in detail.

**IT WAS AGREED** by all to delegate authority to the Clerk to proceed with the quotation from Creative Building Ltd and requested the Clerk provide members with the specifications for the kitchen and bathroom suite.

## **21/73 ITEMS FOR INFORMATION**

There were no items for information.

## **21/74 DATE FOR NEXT MEETING**

The date for the next meeting of the JMC is Monday 17<sup>th</sup> January 2022 at 6:30pm - location to be confirmed depending on government guidelines and local infection rates of COVID.

The Chair declared the meeting closed at 7:38pm.

**Signed:**

**Chair**

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**Dated:**