



Wimborne Cemetery Joint Management Committee

Councillors: Colehill Parish Council - N Bridle (Chairman) and C Davison
Wimborne Minster Town Council - L Hinks and K Webb
Shapwick and Pamphill Parish Council - S Broad (Vice- Chairman)

You are hereby summoned to attend a meeting of the **Wimborne Cemetery Joint Management Committee** to be held at the **Committee Room, Wimborne Minster Town Hall, West Borough, Wimborne Minster BH21 1LT** on **Monday 19 December 2022 at 7:00pm** for the purpose of transacting the following business as detailed in the agenda below.

The Joint Management Committee is asked to note that in the exercise of their functions they must take note of the following: Equal Opportunities (race, gender, sexual orientation, marital status and any disability), Crime and Disorder, Health and Safety and Human Rights.

Members of the public and press are welcome to attend Committee meeting. Agendas and minutes are available on Wimborne Cemetery website www.wimbornecemetery.co.uk. For other documents please contact the Cemetery Clerk at clerk@wimbornecemetery.co.uk.

Under item 3 of the agenda members of the public can ask questions in relation to items on the agenda in accordance with the Committee's Standing Orders. Please notify your intention to speak either in advance of or at the meeting by emailing the Town Clerk at louise.harrison@wimborne.gov.uk. Members of the public are asked to restrict their comments and/or questions to three minutes.

The agenda may be split into two parts – part of the meeting open to the public and other part for items on the agenda to be discussed in the absence of the press or public because the agenda item for discussion includes personal, confidential, or sensitive information (Exempt Business). The press and public will be asked to leave the meeting once a resolution (decision) is made to go into Exempt Business.

Photographing, recording, broadcasting or transmitting the proceedings of a meeting by any means is permitted. A person may not orally report or comment about a meeting as it takes place if he is present at the meeting of a parish council or its committees but otherwise may: film, photograph or make an audio recording of a meeting; use any other means for enabling persons not present to see or hear proceedings at a meeting as it takes place or later; report or comment on the proceedings in writing during or after a meeting or orally report or comment after the meeting.

Any person who may find difficulty in access to the meeting through disability is asked to advise the Town Clerk as detailed above at least 24 hours before the meeting so that every effort may be made to provide access.

AGENDA

- 1. Apologies for absence** - to receive and approve apologies for absence including reasons given (Local Government Act 1972 s85 (1)) - please can Councillors give any apologies by email or telephone by 5pm of the day of the meeting.

- 2. Declarations of interest and requests for dispensations** - to declare any interests' councillors may have on items on the agenda and agree any dispensations to stay.

- 3. Public participation** - for the public or press to ask questions of the Council on matters relating to this Agenda.

- 4. Committee minutes 21 November 2022** - to receive the minutes of the previous meetings of the Committee on 21 November 2022 (appendix 1) as a correct record and signed by the Chairman (Local Government Act 1972 Schedule 12).

- 5. Verbal report** from the Clerk in relation to actions from previous Committee meetings:
 - Lodge tenant update,
 - update on the review of wording to manage pre-payment of plots process,
 - updated Groundsman's Statement of Employment,
 - review of the fees for all internment and headstone services (see item 6),
 - outstanding review of the Committee's Constitution (see agenda item 9).

- 6. Review of fees**
To review and agree the fees for internments and other services at the Cemetery from 1 April 2023 (tbc).

- 7. 2023 2024 Budget Review**
To note and agree changes to the 2023 2024 budget following updated information from the Clerk and to agree apportionment contribution requests to the Constituent Council's for 2023 2024 (appendix 2).

- 8. Internal Auditor's Interim Report**
To note and discuss the Internal Auditor's interim report (appendix 3).

- 9. Constitution review**
To consider the outstanding review of the Constitution, the current position of the three constituent council's for the next municipal and budget year 2023 2024, note the update from the Monitoring Officer at Dorset Council (the Monitoring Officer at

Dorset Council has confirmed he was not aware of any role for Dorset Council within the current Constitution section 16 iv but has confirmed that he would be willing to act as an arbiter for the JMC if required), consider whether the current Constitution should be formally reviewed on behalf of the JMC by a solicitor, and agree whether further legal advice is required in relation to the JMCs assets if one or more of the constituent Council's withdraw from the Constitution.

10. Close of meeting and date of next meeting (16 January).

A handwritten signature in cursive script, appearing to read 'M. Amise'.