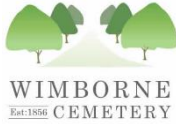


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Wimborne Cemetery Joint Management Committee

Draft Minutes of the **Wimborne Cemetery Joint Management Committee** meeting held on **Monday 13 March 2023 at 7pm** in the Committee Room at Wimborne Minster Town Hall, 37 West Borough, Wimborne, Dorset BH21 1LT.

Present: Cllrs J Purchase (Pamphill and Shapwick PC), C Davison (Colehill PC), L Hinks (Wimborne Minster TC), N Bridle (Chairman of Committee, Colehill PC) and K Webb (Wimborne Minster TC).
 Officers: L Harrison (Town Clerk to Wimborne Minster Town Council) and J Stevenson (Cemetery Clerk).
 Members of the public: none.

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| WCJMC/2023/072 | Apologies None |
| WCJMC/2023/073 | Declaration of interest and requests for dispensations None |
| WCMJC/2023/074 | Public participation None |
| WCJMC/2023/075 | <p>To facilitate the early departure of Cllr Webb from the meeting it was agreed that item 5 (1v) would be moved up the agenda.</p> <p>The Town Clerk reminded members of the current situation regarding the outstanding review of the JMCs Constitution. Cllr Purchase confirmed Pamphill and Shapwick PC intended to hold a formal council meeting in the next week to make a decision to formally request to the JMC to leave the Constitution as a result of the recent Dorset Council Community Governance Review. The Chairman proposed the Town Clerk was authorised to request legal advice at a cost of £1,850 on the proviso that the legal advice was sent to members for confirmation of wording prior to submission to the solicitor, seconded by Cllr Webb, all in favour. Resolved: the Town Clerk was authorised to request legal advice at a cost of £1,850 on the proviso that the legal advice was sent to members for confirmation or wording prior to submission to the solicitor.</p> |
| WCJMC/2023/076 | <p>Committee minutes 19 December 2022</p> <p>Cllr Hinks proposed that the minutes of the Wimborne Cemetery Joint Management Committee held on 19 December 2022 be agreed as a true and accurate record of proceedings and signed by the Chairman, seconded by Cllr Webb and agreed by all. Resolved: the minutes of the Wimborne Cemetery Joint Management Committee held on 19 December 2022 were agreed as a true and accurate record of proceedings and signed by the Chairman.</p> |
| WCJMC/2022/077 | Verbal report from the Cemetery Clerk in relation to actions from previous meetings |

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| | <p>The Committee noted the Lodge report on the exit of the previous tenant. The Clerk confirmed the previous tenant had received their refund, the new tenant was due to move in weekend of 18 March 2023 and a tree works request was to be submitted for consideration by the Committee at the request from the new tenant at some point. It was agreed that the Chairman would accompany the Cemetery Clerk to hand over the keys to the new tenant on Friday 17 March 2023.</p> <p>Cllr Webb left the meeting at 7.30pm.</p> <p>The Town Clerk confirmed that the review of the Groundsman's statement of employment remained outstanding.</p> <p>The Clerk provided members images of the recent work undertaken by the Groundsman to repair the chapel doors. The long term water damage to the bottom of the doors were noted and it was agreed that further quotes would be obtained to address this issue including funding opportunities.</p> |
| WCJMC/2023/078 | <p>Budget update, finance and activity reports</p> <p>Cllr Davison requested further information was provided to members at the next meeting which detailed all WMTC staff re-charge costs to the JMC (including locum, Town Clerk and WMTC grounds staff cover).</p> <p>Cllr Davison proposed the budget update and financial reports for October, November and December 2022 were accepted and initialled by the Chairman, seconded by Cllr Purchase, all in favour.</p> <p>Resolved: the budget update and financial reports for October, November and December 2022 were accepted and initialled by the Chairman.</p> |
| WCJMC/2023/079 | <p>Bank Mandate</p> <p>The current bank signatories were discussed and it was agreed that with the current ongoing Constitution issues it was not an appropriate time to make any changes to the signatories. The Chairman proposed the Town Clerk was to apply for a debit card, seconded by Cllr Davison, all in favour.</p> <p>Resolved: the Town Clerk was to apply for a debit card.</p> |
| WCJMC/2023/080 | <p>Cemetery Lodge insurance</p> <p>The change to the Cemetery Lodge insurance provider was noted.</p> |
| WCJMC/2023/081 | <p>Allotment rent 2024 2025</p> <p>The Committee were asked to consider the allotment fees for 2024 2025. The Chairman proposed to defer any rent review for 12 months, seconded by Cllr Davison, three in favour, one abstention.</p> <p>Resolved: the allotment rent review was deferred for 12 months.</p> |
| WCJMC/2023/082 | <p>Damage to hedge and trees</p> <p>The damage was noted. It was agreed that the Clerk was to undertake a letter drop to all cemetery boundary residents reminding them to obtain the JMCs approval and authority for any work to any hedges or trees on the Cemetery boundary.</p> |
| WCJMC/2023/083 | <p>Correspondence</p> <p>The correspondence from the previous Cemetery Clerk was noted. The Chairman proposed to offer the previous Cemetery Clerk a</p> |

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| | 10% discount for one plot based on current fees, seconded by Cllr Hinks, all in favour. Resolved: the previous Cemetery Clerk was to be offered a 10% discount for one plot based on current fees. |
| WCJMC/2023/084 | Date of next meeting and close of meeting The date of the next meeting was confirmed as 24 April 2023 and the meeting was closed at 20.05pm. |

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