



Colehill Parish Council

Mrs Zoe Caddy, Clerk to the Council

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Wimborne Cemetery Joint Management Committee

18th May 2023

Councillors : Nigel Bridle (Chair) - Colehill Parish Council Emma Urquhart - Colehill Parish Council
Louise Hinks - Wimborne Minster Town Council and Carole Chedgy - Wimborne Minster Town
Council, Johnny Purchase – Pamphill & Shapwick Parish Council

You are summoned to attend a Meeting of **Wimborne Cemetery Joint Management Committee**
which will be held at the **Betty Webster Committee Room, Colehill Village Hall, Cannon Hill
Road, Colehill on Wednesday 24th May 2023 at 7.15pm.**

Yours faithfully

Zoe Caddy

Clerk to Colehill Parish Council

AGENDA

- 1. Apologies for Absence**
To receive apologies for absence.
- 2. Declarations of Interest**
To receive declarations of disclosable pecuniary interests from Members in respect of the following items.
- 3. Public Participation Session**
Members of the public will have an opportunity to raise questions and make representations.
- 4. Minutes**
To confirm the minutes of the previous meetings of the Committee on 17 April 2023 ([available here](#)) as a correct record and signed by the Chairman
- 5. Any questions arising from Minutes of 26th April 2023**
- 6. Accounts and temporary staffing**
To resolve Wimborne Minster Town Council as employer to recruit a temporary bookkeeper /accountant familiar with Edge to do year end accounts and bring up to date.
To further resolve reimbursement to Wimborne Minster Town Council the cost of advertising this post with ICCM, DC, DAPTC approximately £700

- 7. Bank signatories**
To receive a progress report from Cllr Bridle on the addition of a further signatory to the bank account.
- 8. Invoices**
To resolve to authorise a Councillor from Colehill Parish Council and one from Wimborne Minster Town Council to arrange and make payments up to £1,000 as well as any invoices outstanding.
- 9. Reimbursements**
To resolve to authorise reimbursements of salaries and expenditure to Wimborne Minster Town Council - list to follow.
- 10. Resignation of Internal Auditor**
To note that the Internal Auditor has resigned and to resolve to appoint a new one. Quotes should be sought.
- 11. Dissolution of the JMC**
To note that Colehill Parish Council have given formal notice that they will be leaving the JMC but that they are prepared to make the already agreed financial contribution this year. To resolve to seek legal advice on the dissolution of the JMC given the constitution does not set out a process. To further discuss and resolve if appropriate a date for outgoing Councils to cease involvement. Ideally the two outgoing constituent Council should leave at the same time to negate the need for a temporary constitution which could be required on the departure of just one.

The following items may or may not be deemed urgent by the JMC so could be deferred to a later meeting if there is a resolution to do so.
- 12. Tree Works**
To resolve to remove dead trees in the allotment/boundary area at cost of £1,560 – work being undertaken by DC via an approved tender process and part of other work so cost effective. Report to follow. This could be authorized subject to confirmation that the boundary forms Cemetery land.
- 13. Repair of shower at lodge**
To resolve Wimborne Minster Town Council can contact a plumber and arrange this repair including authorising payment.
- 14. Lodge Shed**
To resolve whether to authorise the installation of a garden shed to store garden tools by tenant - to be paid for by him – dark brown W8 L10 H 6-5 inches.
- 15. Replanting**
To resolve to allow the groundsman to purchase 6 x holly bushes and plant, cost per plant £15, total cost £90, to fill in gap in boundary hedge.
- 16. Staff Matters**
Review Cemetery Groundsman's salary.