



## Wimborne Cemetery Joint Management Committee

**Minutes** of the **Wimborne Cemetery Joint Management Committee** meeting held on **Monday 24 July 2023 at 7pm** in the Committee Room at Wimborne Minster Town Hall, 37 West Borough, Wimborne, Dorset BH21 1LT.

Present: Cllrs: C Chedgy (Wimborne Minster), L Hinks (Wimborne Minster), J Purchase (Pamphill and Shapwick) and E Urquhart (Colehill).  
 Officers: L Harrison (Town Clerk to Wimborne Minster) and R Hoyland (Cemetery Clerk).  
 Members of the public: none.

WCJMC/2023/016	<p><b>Apologies</b>          Apologies were received from Cllr Bridle (Colehill) (non-business). Cllr Hinks proposed to accept apologies from Cllr Bridle, seconded by Cllr Urquhart, all in favour.  <b>Resolved: apologies for absence were approved from Cllr Bridle.</b></p>
WCJMC/2023/017	<p><b>Declaration of interest and requests for dispensations</b>          Cllr Chedgy declared an interest in agenda item 7 (vi) (trustee on the Allendale Community Centre).</p>
WCMJC/2023/018	<p><b>Public participation</b>          None</p>
WCJMC/2023/019	<p><b>Committee minutes 14 June and 10 July 2023</b>          Cllr Purchase proposed the minutes of the Wimborne Cemetery Joint Management Committee held on 14 June 2023 be agreed as a true and accurate record of proceedings and signed by the Chairman, seconded by Cllr Urquhart, all in favour.  <b>Resolved: the minutes of the Wimborne Cemetery Joint Management Committee held on 14 June 2023 were agreed as a true and accurate record of proceedings and signed by the Chairman.</b>          Cllr Hinks proposed the minutes of the Wimborne Cemetery Joint Management Committee held on 10 July 2023 be agreed as a true and accurate record of proceedings and signed by the Chairman, seconded by Cllr Urquhart, all in favour.  <b>Resolved: the minutes of the Wimborne Cemetery Joint Management Committee held on 10 July 2023 were agreed as a true and accurate record of proceedings and signed by the Chairman.</b></p>
WCJMC/2023/020	<p><b>Verbal report from the Cemetery Clerk in relation to actions from previous meetings</b>          The Clerk and Cllr Chedgy confirmed the bank mandate changes had been completed.          The Town Clerk confirmed the Groundsman's statement of employment had been updated.          The following responses from the three constituent Councils were noted by the Committee in relation to JMC minutes reference WCJMC/2023/008 14 June 2023:          (i) Cllr Chedgy confirmed Wimborne Minster Town Council had agreed to the exit terms.</p>

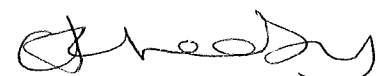
Wimborne Cemetery Joint Management Committee Meeting 24 July 2023  
 Signed by the Chairman:

Date:

*[Signature]*  
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	<p>(ii) Cllr Purchase confirmed Pamphill and Shapwick Parish Council had agreed to the exit terms.</p> <p>(iii) Cllr Urquhart confirmed Colehill Parish Council had agreed to the exit terms.</p> <p>It was agreed the Clerk would update the Constitution and bring back to the next JMC meeting.</p> <p>The Clerk confirmed the status of the employment of the Cemetery Clerk and ongoing support in terms of financial administration to the JMC from the Clerk at Colehill Parish Council.</p> <p>Cllr Hinks proposed to accept and approve the quote from the solicitor of £1,250 plus VAT and Land Registry fees, seconded by Cllr Urquhart, all in favour.</p> <p><b>Resolved: the quote from the solicitor of £1,250 plus VAT and Land Registry fees was accepted and approved.</b></p>
WCJMC/2023/021	<p><b>End of year accounts and Internal Auditor's report for year end 2022 2023</b></p> <p>The Town Clerk confirmed the end of year process was still underway with the Internal Auditor and it was agreed to defer this item.</p>
WCJMC/2023/022	<p><b>Finance and activity reports for April, May and June 2023</b></p> <p>As the year end was not yet completed it was agreed to defer the bank statements and reconciliation for month ends April, May and June 2023.</p> <p>It was agreed to defer the payments and receipts reports from 1 April to 30 June 2023.</p> <p>The Clerk provided information regarding the historic dispute with a gas utility provider for the lodge property. It was agreed to request the outstanding electricity payment from the previous lodge tenant and the dispute with the gas utility provider was noted.</p> <p>It was agreed to defer the budget and actual income / expenditure report from 1 April to 30 June 2023.</p> <p>It was agreed to defer the activity report from 1 April to 30 June 2023.</p> <p>Cllr Chedgy left the meeting for the next item (trustee on the Allendale Community Centre). Cllr Urquhart proposed to approve the payment of £33.50 for the hire of the Julian Room in the Allendale Centre on 17 April 2023 for a previous JMC meeting, seconded by Cllr Purchase, all in favour.</p> <p><b>Resolved: the payment of £33.50 for the hire of the Julian Room in the Allendale Centre on 17 April 2023 for a previous JMC meeting was approved.</b></p> <p>Cllr Chedgy returned to the meeting.</p> <p>Cllr Urquhart proposed to approve payments of £515.40 for JMC work undertaken by Wimborne Minster Town Council and £123.18 for JMC work undertaken by Colehill Parish Council, seconded by Cllr Purchase, all in favour.</p> <p><b>Resolved: the payments of £515.40 for JMC work undertaken by Wimborne Minster Town Council and £123.18 for JMC work undertaken by Colehill Parish Council were approved.</b></p>
WCJMC/2023/023	<p><b>Quotes for paint works at the Cemetery toilet block</b></p>

	<p>The quotes were discussed. Cllr Hinks proposed to accept and approve quote 3 for £1,200, seconded by Cllr Urquhart, all in favour.</p> <p><b>Resolved: quote 3 for £1,200 to paint the toilet block at the Cemetery (inside and out) was accepted and approved.</b></p>
<b>WCJMC/2023/024</b>	<p><b>Security of benches</b></p> <p>Cllr Hinks proposed to accept and approve the work to secure all 32 benches on the site using brackets, pegs and screws at a total cost of £73.48, seconded by Cllr Urquhart, all in favour.</p> <p><b>Resolved: the work to secure all 32 benches on the site using brackets, pegs and screws at a total cost of £73.48 was accepted and approved.</b></p>
<b>WCJMC/2023/025</b>	<p><b>Lodge</b></p> <p>Cllr Hinks proposed to authorise the work to establish and fix the leak in the flat roof at the Lodge and if the cost was over £1,000 the item was to be referred back to the Committee, seconded by Cllr Urquhart, all in favour.</p> <p><b>Resolved: work to establish and fix the leak in the flat roof at the Lodge was authorised and if the cost was over £1,000 the item was to be referred back to the Committee.</b></p>
<b>WCJMC/2023/026</b>	<p><b>Correspondence</b></p> <p>The correspondence from the resident at St Margarets Close was discussed. It was agreed work to reduce the hedges on the boundary with the back of St Margarets Close and Cemetery Road was to be incorporated into the annual hedge work at the site and completed by the end of winter.</p>
<b>WCJMC/2023/027</b>	<p><b>Date of next meeting and close of meeting</b></p> <p>The date of the next meeting was confirmed as 14 August 2023 at Colehill Village Hall and the meeting was closed at 20.02pm.</p>



Date: 14/8 23