

Councillors are hereby summoned, and members of the public and press are invited, to attend a meeting of the **Joint Burial Committee** to be held on **Tuesday 5 April 2022**, starting at **18.45** in the Council Chamber, Town Hall, Crewkerne.

Note:

- **Members of the public who wish to view the meeting proceedings, either in real time or afterwards, can access the meeting through the following link:**

<https://www.youtube.com/channel/UCTA9K-7L4Onjcli2Gtz7tCg>

K. Sheehan

K. Sheehan, Town Clerk
30 March 2022

Agenda

Open Forum: Questions may be put to the Committee in person during this Public Participation Session of up to 15 minutes and a maximum of 3 minutes per person. Issues notified to the Clerk a minimum of 3 working days before the meeting (i.e., by 5pm on the preceding Thursday) will receive a response during this session. Issues raised in this session without prior notice may be referred to the Clerk to respond to within 10 working days or listed on a subsequent agenda.

1. **To note apologies for absence.**
2. **Declarations of interest** in items on the agenda.
3. **To confirm the minutes of the Joint Burial Committee meeting** held on 7 December 2021.
4. **Clerk's progress report:** to receive an update report (for information).
5. **Financial Matters for consideration:**

a) To approve the following payments:

| Net | VAT | Total | Payee | Purpose |
|------------|----------|------------|--------------|--|
| £18,112.11 | £1004.05 | £19,116.16 | Crewkerne TC | Reimbursement for period 01/12/21 – 31/03/22 |
| £220.00 | £0.00 | £220.00 | Mrs Stidson | Surrender of plot |

- b) To report that the bank reconciliation for March has been completed.
 - c) To note that all invoices to date have been checked and verified
 - d) End-of-year financial summary: to consider the payments/receipts variance report as at 31 March 2022, together with the summary of Allocated and General Reserves;
 - e) To note that JBC accounts have been subsumed into Town Council accounts with effect from 1st April 2022.
 - f) Asset Register: to note that there has been no change to the Asset Register for the year 2021-22.
6. **Cemetery Management**
 - a. to consider a proposal to open two new sections, one for ashes only, one for burials only;

- b. to consider a proposal that graves be hand dug where access to graves is over neighbouring graves.
- 7. **Cemetery Rules:** to consider an amendment to permit staff to remove seasonal wreaths after two months.
- 8. **Inspections:** to make arrangements for cemetery inspections until June 2022.
- 9. **To approve the applications, transfers and memorials received.**
- 10. **For information: JBC Meeting dates 2022-23.**
- 11. **Matters of report (for information only).**
- 12. **Date of the next meeting – Tuesday 7 June 2022, 18.45, Council Chamber.**

Please note that items relating to the financial year end will be posted as soon as possible following 31.03.2022. (Bank Reconciliation, Variances, Reserves and Assets).

CREWKERNE & WEST CREWKERNE JOINT BURIAL COMMITTEE CEMETERY RULES

1. All persons shall conduct themselves in a quiet, decent and orderly manner and must keep to the paths except when visiting a grave.
2. No person shall bring any litter or other waste material into a cemetery and any waste or litter arising from attending or caring for graves shall be deposited in the bins provided.
3. Cycling, skateboarding, roller skating or playing of sports/games is not permitted in the cemetery.
4. The taking of commercial photographs and filming is not permitted in the cemetery except with the prior approval of the Committee.
5. No persons shall canvass or solicit orders in the cemetery grounds.
6. Alcoholic drinks shall not be consumed in the cemetery.
7. Dogs are allowed in the cemetery provided that they are on a lead.
8. No smoking within the cemetery.
9. All vehicles are restricted to the main drive apart from authorised vehicles and disabled scooters.
10. All damage caused to any boundary wall, fence, ground, paths, memorials or to any part of the cemetery must be repaired to the satisfaction of the Committee by the party causing the damage.
11. The setting off of fireworks or other pyrotechnics is strictly forbidden, unless explicit permission is granted beforehand by the Committee.
12. No glass or plastic containers may be placed on any grave. **Seasonal wreaths may be placed but will be removed after two months.**
13. The Committee may remove, any object considered to be a hazard to public safety or to cemetery staff, from any grave without notice.
14. Plants and flowers may only be placed on/at the headstone of any grave space and must be maintained in a tidy condition.
15. For families wishing to leave memorabilia on graves, please note that the erection of fences, borders, railings or any type of surround is only allowed if permission is obtained beforehand from the Committee.



CREWKERNE TOWN COUNCIL

Programme of Council and Committee Meetings – Municipal Year 2022-23

Meetings are held on a Monday starting at 6.45pm, except Joint Burial Committee on a Tuesday

| | Planning & Highways Committee | Amenities Committee | Policy & Resources Committee | Town Council | Joint Burial Committee |
|--------------|-------------------------------|---------------------|------------------------------|-----------------------------------|------------------------|
| MAY 2022 | 23 | 23 | | 16 Annual Town Council Meeting | |
| JUNE | 13 | | 13 | 27 | 7 Annual Meeting |
| JULY | 11 | 11 | | 25 | |
| AUGUST | 8 | | | | |
| SEPTEMBER | 12 | 12 | | 26 | |
| OCTOBER | 10 | | 10 | 24 | 4 |
| NOVEMBER | 14 | 14 | | 28 | |
| DECEMBER | 12 | | | 12 | 6 |
| JANUARY 2023 | 9 | 9 | 9* | 16 | |
| FEBRUARY | 13 | | | 27 | |
| MARCH | 13 | 13 | | 27 | |
| APRIL | 17 | | | 24 | 4 |
| MAY | 8 | 8 | | 22 Annual Town Council Meeting | |

*Limited agenda: review of grant applications and of budget

Annual Town Meeting of Electors: Monday 24 April 2023 (tbc)

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