

# CREWKERNE & WEST CREWKERNE

## JOINT BURIAL COMMITTEE

Clerk to the Committee:  
K. Sheehan

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Councillors are hereby summoned and members of the press and public are invited to attend a meeting of the Joint Burial Committee to be held in the Local Information Centre (still accessed from the side entrance to the Town Hall) on **Tuesday 7 December 2021 at 6.45p.m.**

*Note: Due to change of location, we are unsure if we will be able to record or stream the meeting; but members of the public are welcome to attend.*

### AGENDA

- To note apologies for absence.**
- Open Forum:** Questions may be put to the Committee during this Public Participation Session of up to 15 minutes and a maximum of 3 minutes per person. Issues received by 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.
- To approve the minutes** of the meeting and ratify decisions made at the informal meeting held on 2 November 2021.
- Declarations of interest.**
- The Clerk's update report** for consideration.
- Cemetery Ownership:** to receive an update relating to ownership of the cemetery and associated implications.
- Lodge refurbishment:** to consider a report relating to affordability and borrowing criteria.
- Terms of Reference:** to adopt Terms of Reference for the JBC with effect from 1<sup>st</sup> April 2022.
- Environmental Permitting Regulations (DEFRA consultation):** to note that a draft response has been sent to NALC in order to meet consultation deadlines.
- Financial Matters for consideration:**
  - To approve the following payments:

Net	VAT	Total	Payee	Purpose
£12,809.87	£474.36	£13,284.23	Crewkerne TC	Reimbursement for period 01/10/21 – 20/11/21.

- To report that the bank reconciliation for November has been completed.
  - To note that all invoices to date have been checked and verified.
  - To confirm the Budget for 2022/23.
  - To note the Budget variance report.
- To make arrangements for cemetery inspections until April 2022.**
  - To approve the applications, transfers and memorials received.**
  - Matters of report (for information).**
  - Date of the next meeting** - Tuesday 5 April 2022 at 6.45 p.m. in the Council Chamber in the Town Hall, Market Square, Crewkerne.

Katharine Sheehan  
Clerk to the Burial Committee, 1<sup>st</sup> December 2021.