

DORCHESTER JOINT BURIAL COMMITTEE

7th JUNE, 2007

At a Meeting of the Dorchester Joint Burial Committee held in the Council Chamber, Municipal Buildings, Dorchester on Thursday, 7th June, 2007:

PRESENT Councillors M.A. Allwood, C.S. Biggs, (Chairman), R.M. Biggs, Trevor Jones and L.M. Phillips.

In attendance:

Mr. D. Holmes, Clerk, Mrs S. Cheeseman, Administrative Assistant, Mr. R. Boardman, Cemetery Attendant, Ms R. Darkin, Financial Service Provider.

APOLOGIES for absence were received from Councillors A. Harries, F.E. Kent-Ledger and M.E. Rennie.

7. **MR. R. BOARDMAN**

The Clerk introduced Mr. Robert Boardman, the new Cemetery Attendant, to the Committee.

8. **MINUTES**

The Minutes of the Meetings of the Committee held on 5th October, 2006 and of the Special Meeting of the Committee held on 8th May, 2007, copies of which had been circulated to all Members of the Committee were taken as read and were confirmed and signed by the Chairman as a correct record.

A Member reported that there appeared to be an error in the Thomas Warr Memorial referred to at Minute 20 (2006/07).

It was

RESOLVED

That the plaque be inspected during the site visit to be held on 18th July, 2007.

9. **INTERMENTS**

The Committee received and noted a report listing the dates and times of interments and burials of ashes together with South Chapel usage for the period 28th September, 2006 to 1st June, 2007 as follows:

	Dorchester				Fordington			Poundbury		
	Interments	Ashes	Garden of Remembrance	South Chapel	Interments	Ashes	Garden of Remembrance	Interments	Ashes	Children's Area
September	1	-	1	-	-	-	-	-	-	-
October	2	-	1	1	-	-	-	2	-	-
November	8	3	-	5	1	-	-	2	-	-
December	1	2	-	1	-	1	1	1	-	1
January	-	4	-	-	-	-	-	1	1	-
February	2	1	-	1	-	-	-	-	-	-
March	5	2	1	2	-	-	-	3	-	1
April	1	1	1	-	1	-	-	-	-	-
May	2	-	-	1	1	-	-	2	-	-
June	-	1	-	-	-	-	-	-	-	-

10. **EXCLUSIVE RIGHT OF BURIAL**

The Committee noted that Grants of Exclusive Right of Burial had been granted for the following grave spaces:

Name	Grave Number
Dorchester Cemetery	
Marion Elizabeth Trevett	2634
Rosemary Helen Pettit	2633
Ellen Benham	1147/2
Andrew O'Shea	712/1A
Dorothy O'Brien	2715/A
Barbara Mearns	2899
Colin David Jury	2353B
Kevin Ball	3885
Gary Knowlden	722/1
Jennifer Kathleen Day	702/1
Anthony Derek Smith	312/1
Anthony Clifford William Day	3904
Poundbury Cemetery	
Grace Hurst	P172
Norman Innes Mollison	P162
James Joseph Kelly	P152
Catherine Parry	P184
William Jarvie	P66A
Margaret Elizabeth Fulbrook	P236
Jennifer Watts	C101
Kathleen Helen Shipley	P225

Thelma Greening	P237
Sheila Mary Kyle	P208
Peter Mallon	P171
Jessica Clare	P96
Jean Bird	P207
Diana Carol Down	P226
Fordington Cemetery	
Margaret Ward	GOR44

In response to a question the Cemetery Attendant reported that he estimated that there were approximately ten burial plots remaining available for purchase at Weymouth Avenue Cemetery.

11. **HEADSTONES AND INSCRIPTIONS**

The Committee received and noted applications for the design of headstones and inscriptions.

It was

RESOLVED

That the action of the Clerk in approving designs numbered 3514 to 3564 be confirmed and the Register of Memorials be signed by the Chairman as a correct record.

12. **ACCOUNTS**

The Committee approved the report listing the amounts paid since the last meeting of the Committee, represented by cheque numbers 1189 to 1278 inclusive, in a total sum of £61,680.46 including VAT.

13. **FINAL ACCOUNTS 2006/07**

The Financial Service Provider presented the Final Accounts for 2006/07 together with the proposed Annual Return and Annual Governance Statement for the same year.

It was

RESOLVED

That the Final Accounts for 2006/07 as now submitted be noted and that the Annual Return summarising the financial information contained in the Accounts and incorporating the Annual Governance Statement be approved and signed by the Chairman and the Clerk accordingly.

14. **INTERNAL AUDIT REPORT**

The Committee received and considered the most recent report of the Joint Committee's Internal Auditor. The Clerk explained that some of the suggestions contained within the report were under investigation by the Financial Service Provider.

It was

RESOLVED

That the report be noted.

15. **FORDINGTON CEMETERY – GRASS CUTTING**

The Committee noted that the charge for grass cutting at Fordington Cemetery had increased by 3% to £1,398 per month and that the Clerk had accepted the contract.

During consideration of this matter it was

RESOLVED

That further consideration be given at the next meeting of the Joint Committee to this contract being re-exposed to tender.

The Clerk informed the Joint Committee that the Cemetery staff were experiencing difficulties in cutting the grass at Weymouth Avenue Cemetery, following the very wet May.

It was

RESOLVED

That the Clerk be requested to obtain quotations for a one-off grass cutting contract at Weymouth Avenue.

15. **CEMETERY ATTENDANT'S REPORT**

The Cemetery Attendant reported on the activities of the Cemetery Assistant and himself since the last meeting of the Committee which included grass cutting and general maintenance at the three cemeteries.

A Member referred to a recent visit to Poundbury Cemetery during which he had found the compound open and mowing equipment visible. The Clerk confirmed that this was the Town Council's equipment and the situation had been resolved.

16. **PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**

It was

RESOLVED

That in view of the fact that publicity would be prejudicial to the public interest by reason of the confidential nature of the following matters the public and representatives of the press be excluded from this meeting during their discussion.

17. **BANK ACCOUNT AND FINANCIAL REPORT**

The Committee received and noted a report on its financial arrangements and a report setting out a comparative financial statement between the current year and the previous year.

The Financial Service Provider explained to the Committee changes which would appear in the Accounts for 2007-08 and subsequent years to represent expenditure incurred in connection with the various legacies. A re-assessment of the Committee's position on VAT had revealed that the nature of some activities required formal registration for VAT purposes and that this would be progressed shortly.

The Financial Service Provider agreed to explore the money market and review available interest rates and to report to the next meeting of the Committee.

18. **POUNDBURY CEMETERY – BOUNDARY WALL**

It was

RESOLVED

That the Clerk be requested to have discussions with a quantity surveyor to establish an order of cost for the building of the boundary wall at Poundbury Cemetery and that the matter be further considered at the next meeting of this Committee.

The meeting closed at 7.35pm

Chairman