

WOLSTON, BRANDON & BRETTFORD
JOINT BURIAL COMMITTEE

MINUTES OF THE MEETING HELD VIA ZOOM AT 7.30PM
ON THURSDAY 14th MAY 2020

Members of the public in attendance: Two

Public forum topics:

A resident raised problems he had accessing the documents for the meeting as he does not have a printer for his laptop computer.

A resident raised concerns about the progress on work on the Cemetery car park. The Clerk explained that she had received two further quotations, as required, both higher than that from Mr Stephens. However, one of these contractors had queried whether Mr Stephens' quotation had included the slope up from the road. Confirmation that the slope was indeed included was not received until 12th May.

A resident raised concerns about the manhole cover that was now unsafe. The Clerk will contact Mr Stephens who had carried out work on the manhole cover.

A resident raised concerns about the damaged setts outside the Cemetery entrance. It was explained that this did not count as essential work under the Government's COVID 19 regulations. Councillor Mr Robert Grainger had received a quotation from Mr Darren Daly to re-concrete the setts, but had unfortunately mislaid it, so he will contact Mr Daly again.

A resident raised concerns about the quotation for water supply to the cemetery and whether the pipework would be protected against frost, also whether a wayleave agreement would be needed if the pipes went across another person's property. It was agreed to arrange a meeting, with social distancing applied, on site, between Councillors Rennie, Wilson and Grainger with the contractor Mr Stephens.

13. JBC 2020 Site Inspection

In the current circumstances with COVID 19 restrictions, it had not been possible to meet at the cemetery and carry out the annual inspection as usual, but each of the Committee members had visited the cemetery in the weeks before the meeting and reported back.

The problem with overflowing bins had been resolved. It had not been classed as Essential Work under the government's regulations, but these had been relaxed slightly on 12th May and the WPC lengthsmen had emptied the bins on that date.

Councillor Mr David Cross reported that one of the benches in the centre of the cemetery, by the chapel, under a tree, had become coated with bird lime. The clerk has since requested that the bench be pressure-washed by the WPC lengthsmen.

Several alcoholic beverage containers have been removed.

14. JBC 2020 Present

Councillor Mr David Cross
Councillor Mr Robert Grainger
Councillor Mr Timothy Harvey-Smith
Councillor Mr Andrew Kirby
Councillor Reverend Iain Rennie (Chairman)
Councillor Mrs Mary White
Mrs Juliet Carter (Clerk)

15. JBC 2020 Apologies

It was resolved that apologies for absence from Councillor Mr Peter Wilson on grounds of insufficient internet access be recorded.

16.JBC.2020 Election of Chairman & Vice Chairman

Councillor Mr Robert Grainger proposed, and Councillor Mr David Cross seconded a motion to elect Councillor Reverend Iain Rennie as Chairman. This was agreed unanimously, and Councillor Reverend Iain Rennie was duly appointed and made his declaration of acceptance of office as Chairman, which will be signed at a later date.

Councillor Mr David Cross proposed, and Councillor Mr Timothy Harvey-Smith seconded a motion to elect Councillor Mr Robert Grainger as Vice Chairman. This was agreed unanimously, and Councillor Mr Robert Grainger was duly appointed and made his declaration of acceptance of office as Vice Chairman, which will be signed at a later date.

17 JBC 2020 Minutes

Minutes of the Meetings held on 20th February 2020, having been circulated to the Committee members, were proposed by Councillor Mr David Cross and seconded by Councillor Mr Timothy Harvey-Smith to be a true record, this was agreed unanimously and the minutes will be signed at a later date by the Chairman, Councillor Reverend Iain Rennie.

18 JBC 2020 Matters Arising

Grass cutting

The clerk had contacted Lakeside after receiving complaints from the public that the cuttings had not been picked up. Gareth Fowler-Simmons, the managing director, had visited the cemetery on 4th May and overseen the contractors, who picked up all the cuttings and will do so from now on as it is part of their contract.

19 JBC 2020 Treasurer's Report May 2020

Expenditure

None

Income

L M Payne re-open grave parishioner Rugby Coop	£345.00
J Gibbs re-open grave parishioner John Taylors	£345.00
E Healey new headstone S Hill	£180.00
reserve grave parishioner	£632.50

Deposit account interest £19.84

It was proposed by Councillor Mr David Cross Peter Wilson and seconded by Councillor Mr Robert Grainger to accept the Treasurer's report and bank reconciliation, which had previously been circulated and this was agreed unanimously. The Treasurer's report & Bank Statements will be signed at a later date.

The draft financial risk assessment was discussed and it was felt that more information was needed, such as backing up of the clerk's laptop to the cloud and also confirmation from the bank that the clerk could only have authority to look at statements and move funds between the current and deposit accounts, via telephone banking. Once the financial risk assessment has been finalised, it was agreed that it could be circulated amongst the committee rather than waiting until the next meeting.

20 JBC 2020 Precepts

It was proposed by Councillor Mr Timothy Harvey-Smith and seconded by Councillor Mr Robert Grainger not to request precepts from the two parish councils next year, but instead to put the deposit bond for £10,000 which matures in June, into the deposit account and transfer funds as necessary to the current account to meet expenditure. This was agreed unanimously.

21 JBC 2020 Memorial

An application for new memorial for Eric Healey, which had been circulated to the Committee, was approved unanimously.

22 Interments where exclusive rights are granted

Lilian May PAYNE re-open grave parishioner 22F £345.00 Rugby Co-op
John Markham GIBBS re-open grave parishioner 8J £345.00 John Taylor Rugby
reserve grave for parishioner £632.50

23 JBC 2020 Car Park

Mr Stephens' quotation was the lowest of three received and he had confirmed that the work included the slope up from the road. It was proposed by Councillor Mr Timothy Harvey-Smith and seconded by Councillor Mrs Mary White to accept Mr Stephens' quotation and commission the work. This was agreed unanimously.

24 JBC 2020 Leaning Headstones

The clerk said that the Craven family headstone had been re-fixed by Stephen Hill. It was agreed to carry out an inspection of the headstones in the Autumn.

25 JBC 2020 Date of Next Meeting

The next meeting of the Committee will be on Thursday 13th August, at 7.30 pm at the Community Centre.

The meeting closed at 9.10 pm.