



Howden Joint Burial Committee

Draft Minutes of Howden Joint Burial Committee Meeting, held on 23rd November, 2021 at the Shire Hall, Howden at 7.15p.m.

- Present From Howden Town Council, Councillors D. Patrick (Chair), A. Morris and H. Roberts and S. Hardcastle (HTC Clerk)
From Asselby Parish Council, Councillors P. Burnley (Vice Chair) and M. Clarke
- Clerk Shirley Marquis
- Apologies Councillors H. Chiswell, R. Drury
- Min 138 Declaration of Interest**
No interest was declared
No dispensations were requested or granted.
- Min 139 Election of Chairman**
Councillor Patrick was nominated and elected unopposed
- Min 140 Election of Vice Chairman**
Councillor P. Burnley was nominated and elected unopposed
- Min 141 Minutes of the last meeting**
The minutes of the last meeting held on 26th November, 2020 were agreed as a true correct record.
- Min 142 Matters arising from the minutes within the agenda**
Councillor Roberts asked for an update on the HJBC bank accounts which was agreed at the last meeting to ring fence from the HTC bank account. The HTC Clerk reported that the auditor advised against separate accounts. The clerk is to look into creating a virtual HJBC account through the HTC accounting software.
- Min 143 Maintenance Contract**
The committee recorded satisfaction with the performance of the current maintenance contractors-Ryan Cheeseman- and it was resolved that facility in the current contract for the council to extend the contract be exercised and a three year extension be offered to the contractor

Min 144 Cemetery Site Visit

A site visit was held by members on the 4th October, 2021 to review the condition of the site and bring any potential works that are required for review at this meeting.

Min 144.1 Arising from the site visit

1. It was suggested that three medium sized recycling bins could be sited near the entrance to the cemetery at an approximate cost of £150.00. To be discussed and approved at the next meeting
2. The second section of the central path reversion to grass and burial spaces is suggested to be undertaken in 2022 as the path had degenerated to such an extent it is becoming unsafe to use. It was agreed that the specification used for the first reversion be used and the clerk to invite expressions of interest and quotations for consideration at the next meeting

Min 145 Financial Matters

Committee resolved to recommend the budget as below.

EXPENDITURE	£
Maintenance	6294
Wages	2229
Stationery	150
Central Footpath to Burial Space	3000
Replace Litter Bins	150
Drainage Rates	7
Water Rates	60
ICCM Membership	95
	11985
INCOME	
Howden Town Council	8616
Asselby Parish Council	584
Interment Fees	0
Advertising on Site	100
Transfer from Reserves for path to burial space	2685

It was agreed to request a total contribution from the two councils of £9,200. Using the agreed apportionment between the two councils this equates to:

£8,615.80 (93.65%) Howden Town Council

£584.20 (6.35%) Asselby Parish Council

Committee resolved to not forecast any income figures from interment/burial fees. It was agreed that, as this was an unknown it was not the correct way to agree a budget.

It is recognised that increasing projected income based on an unknown i.e. fees and decreasing the precept did not make it a financially viable budget.

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It was also recognised by Committee it has a responsibility to build up the surplus in the HJBC account as the Council has a responsibility to maintain the Cemetery years from the purchase of the last plot. This will have to come from the Council any surplus built up as there will be no interment/burial fees income.

Min 146 Cemetery Fees-To discuss and review

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der 18.

The Clerk informed the meeting that HJBC was the only Burial Authority in the area currently charging a fee for persons under the age of 18 years old and had had to apply to the Government Children's Fund for a burial for someone under 18.

It was proposed by the Committee to revise the current fees so that with immediate effect there is no charge for persons under the age of eighteen.

Min 147 Report from the clerk on interments, remaining ashes plots and new burial plots

The clerk reported that since the last meeting there had been 5 burials into new plots, 12 into pre-purchased plots and 4 interment of ashes.

There are currently 26 remaining burial plots, 176 pre-purchased plots and 28 ashes plots remaining.

Min 148 Designs and inscriptions

The clerk reported that through her delegated powers she had given permission for the following memorials:

Roy Holt, Sheila Elizabeth Wilkinson, Christopher Robert Knight, Jean Beaumont, Margaret Rose Hardgrave, Oliver Lightowler, Vanessa Jayne Skinner, Ian John Wilkinson, Pauline Featherstone, Christine Mary Coverdale, Audrey Drury, Francis Browne, Graham Hedley Harrand, Mary Margaret

Moore, Bernard
Gilroy

Alfreda Mackenzie, George William Hobson and Eileen Hird

Min 137

Date of the next meeting

The date of the next meeting was fixed for Wednesday 13th April, 2022 at 7.15pm

The meeting closed at 8.45pm.

DRAFT