

**MINUTES AND REPORT OF THE MEETING OF
GODALMING JOINT BURIAL COMMITTEE
HELD ON 8 SEPTEMBER 2016**

0	Councillor Wheatley – Chairman
0	Councillor Gordon-Smith – Vice Chairman
*	Councillor A Bott
*	Councillor Noyce
*	Councillor Williams
0	Councillor Gray
0	Councillor Long (Busbridge Parish Council)
*	Councillor Westwood (Busbridge Parish Council)

* Present # Absent & No Apology Received 0 Apology for Absence L Late

13. ELECTION OF CHAIRMAN

On the proposal of Councillor Noyce, seconded by Councillor Williams, it was resolved unanimously that Councillor Bott be elected Chairman for this meeting.

14. MINUTES

The Minutes of the meeting held on the 16 June 2016, having been previously circulated, were signed by the Chairman as a true record.

15. APOLOGIES FOR ABSENCE

Apologies for absence were received and recorded as above.

16. DISCLOSABLE PECUNIARY INTERESTS AND NON-PECUNIARY INTERESTS

Members made no declarations of interest in relation to any item on the agenda for this meeting, which is required to be disclosed by the Localism Act 2011 and the Godalming Members' Code of Conduct.

17. ACCOUNTS PAID SINCE LAST MEETING

The Finance Officer reported payments totalling £47,715.59 since 17 June 2016.

Cash balances held as at 8 September 2016

Current Account	£13,377.34
Business Deposit Account	£112,509.69

A schedule of the accounts paid was tabled for the information of Members and a copy is attached to record minutes. The vouchers relating to these payments were also be tabled at the meeting for inspection. All payments made were in line with the agreed budget or other resolution of this Committee or Full Council.

Members agreed that the Chairman should sign the schedule of accounts paid.

18. SIGNING OF BANK RECONCILIATIONS

The Committee considered the tabled monthly bank reconciliations since the last meeting of the Committee and authorised the Chairman to sign them.

19. BUDGET MONITORING

Members considered the budget monitoring report for the first five months of the current financial year – to 31 August 2016. Members noted that all expenditure and income for the year to date is broadly in line with that expected at this time of year.

20. BURIAL STATISTICS

The Committee noted the burial statistics for the previous quarter and for the previous twelve months ended the 31 August 2016 (copy attached to record minutes).

21. REPLACEMENT OF FLOOR NIGHTINGALE CEMETERY CHAPEL

Members noted that the Clerk had exercised her delegated authority, on grounds of urgency, to instruct contractors to undertake immediate repairs at a cost of £2,441. Members agreed that the cost is to be met from the additional income generated this year to date by the sale of Nightingale Cemetery plots.

Members also agreed that once the base has fully cured, a floor covering should be laid, at a cost of £296.41 which will also be met from Nightingale revenue.

22. EASHING CEMETERY CREMATED REMAINS PLOTS

Members agreed to the creation of an alternative to the Garden of Remembrance (now almost at capacity) with 144 new ashes plots and approved expenditure up to £17,445 plus a 10% contingency and authorised the Clerk to place the work with the contractor offering the best overall value within the authorised funds.

Members agreed that once created, the fees should be set at £440 which would include, purchase of a plot, interment fee, grave marker permit (if applied for at the same time as interment application) and grave preparation fee.

23. PURCHASE OF FURTHER PERIOD OF EXCLUSIVE RIGHT OF BURIAL

Members agreed that further periods of exclusive rights of burial should not be granted until the expiry (or within 12 months preceding the expiry) of the existing burial rights.

24. DATE OF NEXT MEETING

The next meeting of the Godalming Joint Burial Committee is scheduled to take place on Thursday, 10 November 2016 at 5.30pm in the Council Chamber.

25. ANNOUNCEMENTS

There were no announcements.