

**MINUTES AND REPORT OF THE MEETING OF
GODALMING JOINT BURIAL COMMITTEE
HELD ON 26 JUNE 2014**

- * Councillor A Bott – Chairman
- * Councillor Lister – Vice Chairman
- * Councillor Thomson
- 0 Councillor Wheatley
- * Councillor Wilson
- * Councillor Noyce
- * Councillor Long (Busbridge Parish Council)
- * Councillor Westwood (Busbridge Parish Council)

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

1. ELECTION OF CHAIRMAN

Councillor Bott was elected as Chairman for the ensuing year and proceeded to chair the meeting.

2. ELECTION OF A VICE-CHAIRMAN

Councillor Lister was elected as Vice-Chairman for the ensuing year.

3. MINUTES

The Minutes of the meeting held on the 27 March 2014, having been previously circulated, were signed by the Chairman as a true record.

4. APOLOGIES FOR ABSENCE

Apologies for absence were received and approved.

5. 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.

6. ACCOUNTS PAID SINCE LAST MEETING

The Finance Officer reported payments totalling £35,781.06 since 27 March 2014.

Cash balances held at 26 June 2014

Current Account	£ 11,345.81
Business Deposit Account	£ 156,678.10

A schedule of the accounts paid was tabled for the information of Members. 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.

7. FINAL ACCOUNTS YEAR ENDING 31 MARCH 2014

Members RECEIVED and ADOPTED the Annual Accounts for Godalming Joint Burial Committee for the year ended 31 March 2014.

8. AUDIT COMMITTEE REPORT

Members RECEIVED the report of the Godalming Town Council Audit Committee, which met on 12 June 2014, including the work programme, the Internal Audit undertaken on the 2 June 2014 and the Annual Governance Statement.

9. INTERNAL AUDIT

Members noted that the Internal Audit report for Godalming Joint Burial Committee was conducted on 2 June 2014 by Mulberry and Co.

Members RECEIVED and ADOPTED the reports (a copy of the Internal Auditor's Report and Section 4 of the Annual Return– Annual Internal Audit report 2013/14 attached to the record minutes) and considered the recommendations contained therein.

10. ANNUAL RETURN (INCLUDING ANNUAL GOVERNANCE STATEMENT) FOR THE YEAR ENDING 31 MARCH 2014

Members CONSIDERED & APPROVED the Annual Return Section 1 - Statement of Accounts for Godalming Joint Burial Committee and Section 4 – Annual Internal Audit Report.

Having approved Section 1, Members AUTHORISED the Chairman to sign Section 1 - Statement of Accounts for Godalming Joint Burial Committee.

Members also COMPLETED & APPROVED Section 2 - Annual Governance Statement, so that the Annual Return might be forwarded to the External Auditor, BDO Stoy Hayward, to enable the external audit to proceed.

Having satisfied themselves with the answers required by the Annual Governance Statement Members AUTHORISED the Chairman to complete the statement and sign it.

11. BURIAL STATISTICS

The Committee noted the burial statistics for the previous quarter and for the previous twelve months ended the 31 March 2014, which had previously been circulated (copy attached to record minutes).

12. MUSEUM EXHIBITION

Members noted that the exhibition 'Memento Mori' which was held at Godalming Museum between 15 April and 24 May proved to be a popular exhibition with many favourable comments having been made. The exhibition raised awareness of the Joint Burial Committee and Godalming Cemeteries with a number of advance purchases being made as a direct result of the purchaser's attendance at the exhibition. In addition to the purchases already made a number of other enquiries have been made from individuals who are considering pre-purchasing a plot. The unknown factor is to what extent the exhibition raised awareness in those who currently are not in a position to pre-purchase but who may now choose to be buried in Godalming at some future date.

13. EASHING CEMETERY CHAPEL

Members received an oral briefing from the cemetery manager regarding Eashing Cemetery Chapel.

14. DATE OF NEXT MEETING

The next meeting of the Godalming Joint Burial Committee is scheduled to take place on Thursday 4 September 2014.

15. ANNOUNCEMENTS

There were no announcements.

THE COMMITTEE RESOLVED TO EXCLUDE THE PUBLIC AND PRESS FROM THE MEETING AT THIS POINT PRIOR TO CONSIDERATION OF THE FOLLOWING ITEM BY REASON OF THE CONFIDENTIAL NATURE OF THE BUSINESS TO BE TRANSACTED IE. COMMERCIALY SENSITIVE MATTERS.

16. TRINITY TRUST TEAM – EASHING CHAPEL BUILDINGS

Members received a confidential report from the Clerk and resolved that it would not be appropriate to offer the Trinity Trust Team accommodation at Eashing Cemetery Chapel.

17. PLANNING APPLICATION FOR HOUSING DEVELOPMENT ADJACENT TO EASHING CEMETERY

Members considered a confidential report from the Clerk and authorised the Clerk to seek professional advice from the District Valuer.