

GODALMING JOINT BURIAL COMMITTEE

Tel: 01483 523575
Fax: 01483 523077
E-Mail: office@godalming-tc.gov.uk
Website: www.godalming-tc.gov.uk

Municipal Buildings
Bridge Street
Godalming
Surrey GU7 1HT

7 September 2012

I HEREBY SUMMON YOU to attend the **JOINT BURIAL COMMITTEE** meeting to be held in **Committee Room 1** on THURSDAY, 13 SEPTEMBER 2012 at 5.30 pm. The meeting will be preceded by an inspection of **Nightingale Cemetery** at 5.00 pm.

Louise P Goodfellow
Clerk to the Committee

***** PLEASE NOTE DIFFERENT VENUE FOR THIS MEETING *****

Committee Members:

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

AGENDA

1. MINUTES

The Chairman to sign as a correct record the Minutes of the meeting held on 28 June 2012.

2. APOLOGIES FOR ABSENCE

3. DISCLOSURE OF INTERESTS

To receive from Members any declarations of interests in relation to any items included on the Agenda for this meeting required to be disclosed by the Localism Act 2011 and the Godalming Members' Code of Conduct.

4. ACCOUNTS PAID SINCE LAST MEETING & SCHEDULE OF PAYMENTS

Clerk to report on the accounts paid since the last meeting.

A schedule of the accounts paid will be tabled for the information of Members. The vouchers relating to these payments will also be tabled at the meeting for inspection. All payments made are in line with the agreed budget or other resolution of this Committee or Full Council.

Members to agree that the Chairman should sign the schedule of accounts paid.

Members of the Public have the right to attend all meetings of the Town Council and its Committees and are welcome.

5. TENDER REPORT FOR PROVISION OF ACCESSIBLE WC AND REDECORATION WORKS AT EASHING CHAPEL

On 10 July 2012, in the presence of the Committee Chairman and the Clerk to this Committee, the tender documents submitted for the provision of an accessible WC and the redecoration of Eashing Cemetery Chapel were opened and recorded. The documents were duly passed to the Committee's surveyors for them to produce a report on the tenders and to make appropriate recommendations. Application was also made to Waverley Borough Council for full plans building regulations approval, this approval was received on 13 August 2012.

Three companies were invited to tender the results of which are detailed below:

Contractor A	-	£59,966.20
Contractor B	-	£76,620.00
Contractor C	-	£45,823.00

Members should note that each tender is net of VAT, statutory and professional fees.

The surveyors commented on the two lowest tenders and provided an analysis of their costs; both tenders included contingencies of £1,000 for a new surface water drainage system and £5,000 for general contingency. The possibility, prior to redecoration, of installing tie bars to the external walls of the chapel to prevent lateral spread is still to be investigated and if feasible would be set against the contingency.

The Committee's surveyor has successfully worked with contractor C and they recommend that if the Joint Burial Committee wish to progress this project that contractor C's tender for £45,823.00 is accepted.

Officers recommend that Members agree to progress this project and accept contractor C's tender and for the works to begin as soon as is reasonably practicable. Officers advise that the cost of this work should be met from within the finances of the Joint Burial Committee.

6. DATE OF NEXT MEETING

The next meeting of the Godalming Joint Burial Committee is scheduled to take place on Thursday, 22 November 2012 at 5.30 pm in the Council Chamber.

7. ANNOUNCEMENTS

Brought forward by permission of the Chairman. Requests to be submitted prior to commencement of the meeting.

TO: ALL MEMBERS OF THE GODALMING JOINT BURIAL COMMITTEE

GODALMING JOINT BURIAL COMMITTEE

Disclosure by a Member¹ of a personal interest or a prejudicial interest in a matter under consideration at a meeting (S.81 Local Government Act 2000 and the Codes of Conduct adopted by Godalming Town Council & Busbridge Parish Council).

As required by the Local Government Act 2000, **I HEREBY DISCLOSE**, for the information of the authority that I have [a personal interest]² [a prejudicial interest]³ in⁴ the following matter:-

COMMITTEE: _____

DATE: _____

NAME OF COUNCILLOR: _____

Please use the form below to state in which agenda items you have an interest. If you have a prejudicial interest in an item, please indicate whether you wish to speak (refer to Godalming Town Council's Code of Conduct paragraph 12(2)).

Agenda No.	Subject	Personal	Prejudicial	Reason	Speak?	
					Yes	No

Signed _____

Dated _____

¹ "Member" includes co-opted member, member of a committee, joint committee or sub-committee – section 83, Local Government Act 2000.

² A personal interest includes:

Any matter registered in the register of interests

Any decision which affects the well-being or financial position of a member or a friend or relative to a greater extent than others.

³ A prejudicial interest is a personal interest so significant that it is likely to prejudice the member's judgment of the public interest.

⁴ State item under consideration.