

**MINUTES AND REPORT OF THE MEETING OF
GODALMING JOINT BURIAL COMMITTEE
HELD ON 20 NOVEMBER 2014**

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

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

26. MINUTES

The Minutes of the meeting held on the 4 September 2014, having been previously circulated, were signed by the Chairman as a true record.

27. APOLOGIES FOR ABSENCE

Apologies for absence were received and approved.

28. 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.

29. ACCOUNTS PAID SINCE LAST MEETING

The Finance Officer reported payments totalling £14,025.23 since 4 September 2014.

Cash balances held at 31 October 2014

Current Account	£14,363.33
Business Deposit Account	£156,776.85

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.

30. EXTERNAL AUDIT

Members received and noted the reports from the External Auditor for Godalming Joint Burial Committee for the financial year ending 31 March 2014 (copy attached to the record minutes).

The external audit for the year ending 31 March 2014 was received on 23 September 2014, there were no matters which came to the auditor's attention which required the issuing of a separate additional arising report. The Notice of Conclusion of Audit had been displayed on

the Town Council's Notice Board for at least 14 days as required by the Accounts and Audit Regulations 2011.

31. REVISED ESTIMATES FOR THE YEAR ENDING 31 MARCH 2014 AND BUDGET FOR THE YEAR ENDING 31 MARCH 2015

Members considered the budget papers (copy attached to record minutes) which were presented in a slightly different format from previous years in order to provide greater clarity to Members.

Members noted that while the total sum to be recharged to the constituent authorities remains unchanged at £64,572 the allocation of this sum between the two authorities (currently £61,415 to Godalming Town Council and £3,157 to Busbridge Parish Council) is only provisional. The RFO informed Members that confirmation of the sum to be recharged will be sent to each constituent authority once Waverley Borough Council released the 2014 Band D equivalent figures for each parish.

Members agreed the Revised Estimates for 2014/15 showing a small deficit of £898 and the Budget for 2015/16 showing a deficit of £2,358. Both deficits to be charged to the revenue reserve.

32. BURIAL STATISTICS

The Committee noted the burial statistics for the previous quarter and for the previous twelve months ended the 30 September 2014, which had previously been circulated (copy attached to record minutes).

33. MANAGEMENT OF WILDLIFE

In January 2010 this committee set aside two areas in Nightingale Cemetery for wildlife management (Minute No 60-2010 refers). Having received a letter from the residents who made the original proposal regarding this matter, Members considered this letter along with a report from the Cemeteries Manager addressing the management of wildlife in the Joint Burial Committee's cemeteries.

Members agreed that the position adopted in January 2010 by this committee remains valid. However, Members agreed that the scope of their original agreement, which was based on Nightingale Cemetery, should be widened and that, where practicable, areas at both Eashing and Nightingale Cemeteries be set-aside as managed wildlife areas. Members further agreed that the management of these areas is an operational matter and may be varied as operational requirements dictate.

34. NIGHTINGALE CEMETERY – OLD MORTUARY BUILDING

Members noted the need to conduct work at Nightingale Cemetery to alleviate the issue of damp penetration in the Old Mortuary Building. Members agreed that following further investigation works by Godalming Town Council's Surveyors, that a sum of up to £10,000 be set aside from the income generated by the sale of plots at Nightingale Cemetery to conduct the required works. Subject to quotes being obtained in accordance with Godalming Town Council Financial Regulation 12.1 (h)(c) and 12.1(i), Members agreed that the Clerk should accept the most appropriate quote based on the professional advice of Godalming Town Council's Surveyor, with final costs being reported back to this committee.

35. DATE OF NEXT MEETING

The next meeting of the Godalming Joint Burial Committee is scheduled to take place on Thursday, 27 March 2015 at 5.30 pm in the Council Chamber.

36. ANNOUNCEMENTS

There were no announcements.

TO: ALL MEMBERS OF THE GODALMING JOINT BURIAL COMMITTEE