

**MINUTES AND REPORT OF THE MEETING OF
GODALMING JOINT BURIAL COMMITTEE
HELD ON 14 SEPTEMBER 2017**

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

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

16. MINUTES

The Minutes of the meeting held on the 15 June 2017, having been previously circulated, were signed by the Chairman as a true record.

17. APOLOGIES FOR ABSENCE

Apologies for absence were received and recorded as above. Substitutes were as follows:

Cllr Alison Martin for Cllr Long

18. 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.

19. ACCOUNTS PAID SINCE LAST MEETING

The Finance Officer reported payments totalling £52,085.46 since 16 June 2017.

Cash balances held at 14 September 2017

Current Account	£16,872.53
Business Deposit Account	£107,796.77

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.

20. 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.

21. FINAL ACCOUNTS YEAR ENDING 31 MARCH 2017

Members approved the final accounts for the year ending 31 March 2017.

22. BUDGET MONITORING

Members considered the budget monitoring report to 31 August 2017 and noted the following:

- Rates – due to the revaluing of the Non-Domestic Rates of both cemeteries, the Burial Committee has overspent its Rates budget by £2,800. Members noted that the rates budget will need to be increased for the 2017/18 financial year.
- Grounds Maintenance – and additional £5,450 of Tree Safety Works has been carried out allocated against the Grounds Maintenance budget.

Members noted that the Earmarked Reserve for Chapels is currently a negative balance and approved the following actions and transfers:

- Eliminate the Consolidated Stock reserve of £4,506 and transfer the total sum to the Chapels Earmarked Reserve
- Reduce the Boundaries Reserve by £4,500 to £20,000 and transfer £4,500 to the Chapels Earmarked Reserve
- Transfer £40,994 from General Reserves to the Chapels Earmarked Reserve, leaving a balance in the General Reserve of £36,772 which is 57% the Godalming Joint Burial Committee's precept.

23. NON-DOMESTIC RATES

Members noted that the Government had conducted an extensive change to the system of Non-Domestic Rates which came into effect on 1 April 2017. This coincided with the 5-yearly re-evaluation by the Valuation Office Agency (VOA) of the rateable value of all premises.

The resulting outcome of this process being that the rateable value of the cemeteries has significantly increased.

Members noted that the level of increase experienced at Eashing Cemetery was not allowed for in the current budget and based on our current interment rates, £80 of each interment fee would be required to cover the increase.

In order to evaluate whether there are sufficient grounds to challenge the re-valuation of the cemeteries, Members agreed that Weller Hedley Solicitors should be engaged to review our NNDR position, to evaluate grounds for appeal and to seek counsel's advice as appropriate. A budget of £3,000-5,000 was agreed.

24. BINDING OF MINUTES

Members approved the expenditure of up to £210 plus VAT for the binding of the committee's minutes. The cost being met from Cost Centre 401/4900 (Miscellaneous Expenses).

25. BURIAL STATISTICS

The Committee noted the burial statistics for the previous quarter and the current quarter to 8 September plus those for the twelve months ending 31 March 2017.

26. DATE OF NEXT MEETING

The next meeting of the Godalming Joint Burial Committee is scheduled to take place on Thursday, 9 November 2017 at 5.30pm in the Council Chamber.

27. ANNOUNCEMENTS

There were no announcements.

TO: ALL MEMBERS OF THE GODALMING JOINT BURIAL COMMITTEE