

MINUTES AND REPORT OF THE MEETING OF THE GODALMING JOINT BURIAL COMMITTEE HELD ON 8 SEPTEMBER 2022

- * Councillor Martin – Vice Chair
- 0 Councillor Neill
- * Councillor PS Rivers
- * Councillor Steel – Chair
- * Councillor Stubbs
- * Councillor Weightman
- 0 Councillor Bond (Busbridge Parish Council)
- * Councillor Westwood (Busbridge Parish Council)

* Present # Absent & No Apology Received 0 Apology L Late ^ Council Duties

The Chair welcomed Cllr Weighman as a new member of the Godalming Joint Burial Committee.

18. MINUTES

The Minutes of the meeting held on the 9 June 2022, having been previously circulated, were signed by the Chair as a true record.

19. APOLOGIES FOR ABSENCE

Apologies for absence were received and recorded as above.

20. DISCLOSABLE PECUNIARY INTERESTS AND OTHER REGISTERABLE 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.

21. PETITIONS/STATEMENTS/QUESTIONS FROM MEMBERS OF THE PUBLIC

There were no representations or questions from the public in respect of the business on the agenda or other matters not on the agenda.

22. QUESTIONS BY MEMBERS

No questions from Councillors were submitted in accordance with GTC Standing Order 6.

23. FUTURE OF THE JOINT BURIAL COMMITTEE

Members were updated on the discussions between Godalming Town Council and Busbridge Parish Council regarding potential future arrangements for the management of bereavement services for Eashing and Nightingale cemeteries. Members were informed that it is for the constituent bodies to determine such arrangements and that until such time as a formal position has been agreed by both councils this Committee and its functions remain extant.

24. ACCOUNTS PAID SINCE LAST MEETING

Due to the absence of the RFO this item was deferred until the next meeting of the committee.

25. SIGNING OF BANK RECONCILIATIONS

Due to the absence of the RFO this item was deferred until the next meeting of the committee.

26. BUDGET MONITORING

Members noted the budget monitoring report to 31 July 2022.

Cost Centre	Year to date Variance	Projected Variance @ Year End
	£	£
Administration & Overheads	2,505 u/s	NIL
Eashing Cemetery	16,218 u/s	£6,000 u/s
Eashing Chapel	9,606 o/s	£19,300 o/s
Eashing Lodge	1,683 o/s	£2,000 o/s
Nightingale Cemetery	7,098 u/s	£5,200 u/s
Nightingale Chapel	217 o/s	NIL
Nightingale Lodge	198 u/s	NIL
TOTAL	14,513 u/s	10,100 o/s

The monitoring report showed a current variance of £14,513 underspend against budget.

Eashing Cemetery – due to the rates challenge we completed last year, Eashing Cemetery is now entitled to SBR rates relief which means there will be a saving of £6k against budget. GTC has not invoiced for Grounds Maintenance works as yet this financial year.

Eashing Chapel - £7.2k water and sewerage works; £4.6k Pigeon prevention works. Also refer to Agenda Item 11 for upcoming costs.

Eashing Lodge - £2k concrete slab for garage as previous garage rotted.

27. FEES & CHARGES FROM 2023

Fees & Charges for the Joint Burial Committee's cemeteries were last amended in January 2020. Since that time operating costs have increased. Members considered the proposed Fees & Charges, which are increased by 10% for resident and excepted categories, with non-residents' fees and charges increased from 50% to 60% of the residents' fees.

Members to resolve to approve the Fees & Charges for Eashing and Nightingale Cemeteries to take effect from 1 January 2023 (copy of the revised fees & charges attached to the record minutes).

28. EASHING CHAPEL BUILDINGS

Members noted that following the closure of the Eashing Cemetery Chapel due to the infestation of pigeons and the subsequent mess they caused, which had created a health hazard within the chapel building, that action had been taken to make the roof space relatively secure by the installation of anti-bird netting, which has meant we are no longer getting the mess and droppings that caused the problem.

Members agreed the expenditure of £7,500 to redecorate and bring the Chapel back into use. Members also agreed that the works should be funded from the existing revenue budget, which stood at £14,513 underspent (31 July).

29. UPDATE ON CEMETERY OPERATIONS

Members received an oral report from the Clerk on the cemetery operations.

30. BURIAL STATISTICS

The Committee noted the burial statistics for the previous quarter and for the previous twelve months ended the 31 August 2022, which had previously been circulated (copy attached to record minutes).

31. PERFORMANCE INDICATORS

Members noted that although a joint committee, all the Burial Committee's functions are managed by Godalming Town Council staff and that Godalming Town Council has a responsibility to manage its resources, including staff resources effectively and efficiently. In order to determine staffing priorities and required resources Godalming Town Council requested that the Joint Burial Committee determine appropriate Performance Indicators to enable GTC to support its future decisions.

Members reviewed the suggested Performance Indicators (attached to the record minutes) and agreed to resolve that they are incorporated into the PI table along with other GTC Committee PIs for recommendation to Godalming Town Council.

32. LODGE HOUSES

Members to noted that Officers will be conducting a market rent review to ensure appropriate value is being achieved.

33. COMMUNICATIONS ARISING FROM THIS MEETING

No items were identified for additional publicity.

34. DATE OF NEXT MEETING

The next meeting of the Godalming Joint Burial Committee is scheduled to take place in the Council Chamber on Thursday, 3 November 2022 at 5.30pm.

35. ANNOUNCEMENTS

There were no announcements.

TO: ALL MEMBERS OF THE GODALMING JOINT BURIAL COMMITTEE