

## MINUTES AND REPORT OF THE MEETING OF THE GODALMING JOINT BURIAL COMMITTEE HELD ON 23 FEBRUARY 2023

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

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

### 53. MINUTES

The Minutes of the meeting held on the 3 November 2022, having been previously circulated, were signed by the Chair as a true record.

### 54. APOLOGIES FOR ABSENCE

Apologies for absence were received and recorded as above.

### 55. 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.

### 56. 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.

### 57. QUESTIONS BY MEMBERS

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

### 58. ACCOUNTS PAID SINCE LAST MEETING

Godalming Joint Burial Committee	
Accounts paid since 4 November 2022	£31,884.11
Receipts received since 4 November 2022	£59,159.30
Balance held in Current Account	
Balance at 23 February 2023	£27,362.71
Balance held in the Business Deposit Account	
Balance at 23 February 2023	£116,815.87
Balance held in the CCLA Deposit Account	
Balance at 23 February 2023	£150,000.00

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 Chair should sign the schedule of accounts paid.

59. SIGNING OF BANK RECONCILIATIONS

The Committee considered the tabled monthly bank reconciliations since the last meeting of the Committee and authorised the Chair to sign them.

60. BUDGET MONITORING

Members considered a budget monitoring report to 31 January 2023 which was against Revised Estimates and noted the current variance of £15,036 underspend against Revised Estimates.

61. EXTERNAL AUDITOR'S REPORT 31 MARCH 2022

Members noted the Annual Return for the Financial Year Ended 31 March 2022 (copy attached to record minutes).

Members noted that the External Auditor had completed its review and had signed off Section 3 – External Report 2021/22 Certificate. No exceptions were found.

Members thanked the Responsible Finance Officer for her work, which consistently results in clean audit reports.

62. BURIAL STATISTICS

The Committee noted the burial statistics for the previous quarter and for the previous twelve months ended the 31 January 2023, which had previously been circulated (copy attached to record minutes).

63. DISSOLUTION OF THE GODALMING JOINT BURIAL COMMITTEE

Members noted that the constituent members of the Godalming Joint Burial Committee agreed to the dissolution of the Godalming Joint Burial Committee. The outcome being that the management of Eashing and Nightingale Cemeteries and the delivery of burial services at the cemetery for the Godalming and Busbridge parish areas, will be vested solely with Godalming Town Council.

To that end, solicitors have been instructed to manage the transfer of assets and the RFO is arranging insurance and financial matters to reflect the new arrangements. Whilst it is hoped that all necessary actions to facilitate the transfer of functions will be completed in a timely manner, irrespective of any administrative delays, the effective date for the dissolution of the Godalming Joint Burial Committee will be the 31 March 2023, with future oversight from civic year 2023/24 falling to Godalming Town Council's Cemeteries Committee, which will be formed at the next Annual Council of Godalming Town Council.

The Chair gave his thanks to all past and present committee Members and Officers for their service within such an important function of the town,

64. COMMUNICATIONS ARISING FROM THIS MEETING

Members identified the following items from this meeting to be publicised and the type of publicity required:

- Press release about the dissolution of the Joint Burial Committee and the future arrangements for burials going forward.

65. ANNOUNCEMENTS

There were no announcements.