

ALEY GREEN CEMETERY JOINT COMMITTEE

MINUTES OF A MEETING OF THE COMMITTEE HELD AT THE ALEY GREEN CEMETERY ON THURSDAY 28TH JUNE 2018

Present: Chair: Cllr. A Palmer; Cllr. H Palmer; Cllr. H Chapman; Cllr C Brennan; Cllr. S Baird;
Mr J Holmes; Mrs S Holmes
Clerk P Segal

Apologies: Cllr. R Peterson; Cllr. P Sherriff.

Actions 18/19/17

APPROVAL OF MINUTES

It was RESOLVED that the minutes of the meeting held on 24th May 2018 were an accurate record and were signed by the Chairman.
This was proposed by Cllr Chapman and seconded by Cllr. Baird.

18/19/18

MAINTENANCE ISSUES

Repair of Window Locks

Mr Holmes said that a number of window catches and locks were now needing repair as they were making the windows shut badly.

This work should be done before the winter and it was agreed to replace all the window locks in the Lodge House.

New Strimmer Purchase

Mr Holmes said he has tried to purchase a new head for his strimmer but as the model is so old, this is not possible.

It was agreed to purchase a new strimmer, strong enough to do the job.

Mr Holmes to choose one he is happy with. **(J.H)**

New tablet for Caretaker

Mr. Holmes said he has resolved the recent software issues with his tablet and so there is no need to purchase a new one.

18/19/19

BENCH SITING REQUEST

The Clerk had received a request by Mrs Murdock to site a bench near her mother`s grave.

After visiting the proposed site, the Committee agreed that she can site a bench here, provided that she purchase the bench herself and also pays for levelling the ground and laying down flagstones as a base.

Any work done for her by the Caretaker will be chargeable by Mr. Holmes to Mrs Murdock.

18/19/20

CEMETERY INSPECTION

The Committee walked around the Cemetery and inspected the new Section 9 on the right-hand side.

The Clerk will be suggesting changes and additions to the Rules in time for the November meeting, and it was agreed that a change to a maximum of two tributes per grave be made.

In addition, solar lights, mechanical devices, helium balloons and candles will also be added to the prohibited list.

A section will also be added regarding verbal or physical abuse of staff.

The trees on the left of the Cemetery have grown too tall to be manageable and pose a fall risk in windy weather.

It was agreed to get a quote to reduce the height of these trees.

Also, there are trees overhanging the right side of the Cemetery, and we will get a quote to trim these to remove the overhang. **(P.S)**

- 18/19/21 **CHEQUES FOR AUTHORISATION AND APPROVAL**
 Cheques for Authorisation and Payment were presented by the Clerk.
 These were unanimously approved and signed by Cllrs A and H Palmer (**Appendix A**)
- 18/19/22 **GENERAL CORRESPONDANCE**
 None
- 18/19/23 **DATE OF NEXT MEETING**
 To be agreed
- The meeting ended at 8.30pm

Signed.....Date.....

Appendix A

**Cheques for Approval
 June 2018**

<u>Payee</u>	<u>Reason</u>	<u>Amount</u>	<u>Cheq Num.</u>
Jempson Tree Services	Yew Tree Trimming	£400-00	100906
Robert Kempson	Grass Cutting – May	£290-00	100907
Robert Kempson	Grass Cutting – June	£290-00	100908
Nicola West	Internal Audit Fee	£60-00	100909
John Holmes	Various purchases	£126-40	100910
Peter Segal	Clerks Salary Q1	£561-73	100911
Peter Segal	Clerks Expenses Q1	£102-76	100912
Beds Pension Fund	Pension Q1	£213-38	100913
HMRC	PAYE and NI Q1	£157-98	100914