

SALTASH TOWN COUNCIL

Minutes of the Meeting of the Burial Authority Committee held at the Guildhall on Tuesday 28th June 2022 at 6.00 pm

PRESENT: Councillors: R Bullock, J Dent (Chairman), S Lennox-Boyd and S Miller (Vice-Chairman).

ALSO PRESENT: S Burrows (Town Clerk) and D Joyce (Administration Officer).

APOLOGIES: Councillor J Foster and M Griffiths.

1/22/23 HEALTH AND SAFETY ANNOUNCEMENTS

The Chairman informed those present of the actions required in the event of a fire or emergency.

2/22/23 TO ELECT A CHAIRMAN

It was proposed by Councillor Dent, seconded by Councillor Lennox-Boyd and **RESOLVED** to elect Councillor Dent as Chairman of the Burial Authority Committee.

The Chairman remained in the Chair.

3/22/23 TO ELECT A VICE CHAIRMAN

It was proposed by Councillor Dent, seconded by Councillor Lennox-Boyd and **RESOLVED** to elect Councillor Miller as Vice Chairman of the Burial Authority Committee.

4/22/23 DECLARATIONS OF INTEREST:

a. To receive any declarations from Members of any registerable (5A of the Code of Conduct) and/or non-registerable (5B) interests in matters to be considered at this meeting.

None.

b. The Town Clerk to receive written requests for dispensations prior to the start of the meeting for consideration.

None.

5/22/23 **QUESTIONS - A 15-MINUTE PERIOD WHEN MEMBERS OF THE PUBLIC MAY ASK QUESTIONS OF MEMBERS OF THE COUNCIL.**

None.

6/22/23 **TO RECEIVE AND APPROVE THE MINUTES FROM THE BURIAL AUTHORITY MEETING HELD ON TUESDAY 12TH OCTOBER 2021 AS A TRUE AND CORRECT RECORD.**

Please see a copy of the minutes on the STC website or request to see a copy at the Guildhall.

It was proposed by Councillor Lennox-Boyd, seconded by Councillor Bullock and **RESOLVED** that the minutes of the Burial Authority Committee held on Tuesday 12th October 2021 were confirmed as a true and correct record.

7/22/23 **FINANCE:**

- a. To receive the current Committee budget statement.

It was **RESOLVED** to note.

8/22/23 **HEALTH & SAFETY.**

No report.

9/22/23 **TO CONSIDER RISK MANAGEMENT REPORTS AS MAY BE RECEIVED.**

No report.

10/22/23 **CORRESPONDENCE.**

- a. To receive and consider a request regarding the baby and children's area at Churchtown Cemetery and consider any actions and associated expenditure.

It was proposed by Councillor Dent, seconded by Councillor Bullock and **RESOLVED** to note the request and delegate to the Town Clerk and Chairman to manage the request appropriately reporting back to Members of the Burial Authority Committee.

11/22/23 **TO RECEIVE A REPORT FROM THE SERVICE DELIVERY DEPARTMENT AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE**

The Town Clerk updated Members on the report received.

Members visited Churchtown Cemetery and expressed concern for the Health and Safety of visitors and staff due to unauthorised items left on grave sites that are not permitted under the Management Policy and Regulations.

Members reported there are cones and tape sectioning off an area of Churchtown Cemetery. The Town Clerk will further investigate why the section had been cordoned off reporting back to Members.

Members thanked the Assistant Service Delivery Manager for an excellent report and the team for their outstanding work at the cemetery.

It was **RESOLVED** to note.

12/22/23 **PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960:**

To resolve that pursuant to Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960 the public and press leave the meeting because of the confidential nature of the business to be transacted. (As required or if necessary).

13/22/23 **TO CONSIDER ANY ITEMS REFERRED FROM THE MAIN PART OF THE AGENDA.**

None.

14/22/23 **PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960:**

To resolve that the public and press be re-admitted to the meeting.

15/22/23 **TO CONSIDER URGENT NON-FINANCIAL ITEMS AT THE DISCRETION OF THE CHAIRMAN.**

None.

16/22/23

**TO CONFIRM ANY PRESS AND SOCIAL MEDIA RELEASES
ASSOCIATED WITH ANY AGREED ACTIONS AND EXPENDITURE
OF THE MEETING.**

None.

DATE OF NEXT MEETING

To be confirmed.

Rising at: 6.17 pm

Signed: _____
Chairman

Dated: _____