

**Minutes of the Meeting of Waltham Parish Council Burial Committee
held on
Monday 26th November 2018 at the Parish Office.**

Present: Cllr K Shaw, Cllr Surtees, Cllr Sadler, Cllr Woodliff and the Clerk Mrs C Jackson

1332:

Declaration of Interest.

(a) To record declarations of interest by any member of the council in respect of the agenda items listed below. Members declaring interests should identify the agenda item and type of interest being declared.

None

(b) To note dispensations given to any member of the council in respect of the agenda item listed below.

None

1333:

Open Forum.

None in attendance

1334:

Apologies.

None received all in attendance.

1335:

Minutes of Previous Meetings.

The minutes of the meeting held on 3rd September 2018 were considered. Amendments were considered as a matter of accuracy (change of date of next meeting due to Clerks resignation and Cllr Surtees arrived at 10.45) and approved and signed as a true record.

1336:

Clerks report and correspondence.

There have been two interments in the Cemetery and two enquiries from residents regarding reservation of plots since the locum burial clerk took up office.

There has been one report of damage to a grave which has been rectified by the Burial Board in that the damaged headstone containers were replaced.

There has been an approved application from Memorials of Distinction in respect of Dawes.

1337:

Burial Grants.

The following Burial Grants were signed:

Name	Grant	Section	Plot
Mrs D Hutson	1232	I	D09
Mr & Mrs Milner	1233	H	BE01

We are awaiting receipt of Acknowledgment from Mrs D Hutson and Grant has been retained.

1338:

To review the maintenance specification.

A discussion took place regarding the condition of the grounds in the cemetery with regard to the fallen leaves.

RESOLVED: The Burial Board agreed to add to the maintenance contract an additional paragraph * To clear all fallen leaves in December.

1339:

To consider taking the next item in Committee due to the sensitive nature of the matter to be discussed.

RESOLVED: The Burial Board agree to take the next matter in Committee.

1340:

To agree to take the next items in Committee, due to the sensitive nature of matters to be discussed.

RESOLVED: The Burial Board agreed to take the next items in Committee.

1341:

To receive an appeal for residents rates and consider taking the matter to Full Council.

RESOLVED: The Burial Board agreed that the Appeal from the Arnold family be refused on the grounds that the deceased had left the village more than 5 years ago. Burial Clerk to write to family that the Appeal did not meet the criteria.

1342:

To confirm items to be taken to Full Council.

A discussion took place regarding the addition of a plaque to the headstone to identify by QR code details of the deceased's family.

RESOLVED: The Burial Board agreed to take this matter to full Council.

Date of Next Meeting:

The next Burial Board meeting is to be held on Monday 14th January starting at 10.30am in the Parish Office.

With they're being no further business to discuss, the Burial Board came out of Committee, the Chairman ratified the decisions taken and closed the meeting at 11.14am.