

**Minutes of the Meeting of Waltham Parish Council Burial Committee
held on
Monday 3rd September 2018 at the Parish Office.**

Present: Cllr K Shaw, Cllr Sadler, Cllr Woodliff and the Clerk Mrs L Leach.

1322:

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

1323:

Open Forum.

None in attendance

1324:

Apologies.

Cllr Kiddle-Bailey was unable to attend the meeting and offered her apologies. Cllr Surtees would be attending later.

1325:

Minutes of Previous Meetings.

The minutes of the meeting held on 9th July 2018 were considered, approved and signed as a true record.

1326:

Burial Grants.

The following Burial Grants were signed:

Name	Grant	Section	Plot
Mr S Arnold	1229	I	D08
Mr & Mrs M Dove	1230	F	K17
Mr & Mrs M Corringham	1231	I	D10

1 x Grant awaiting appeal decision.

Cllr Surtees entered the meeting.

1327:

To review the maintenance specification.

The Clerk read from the previous year specification. It was felt that some details over maintaining Section I up to the hedge should be included.

RESOLVED: The Burial Board agreed to add the maintaining of Section I up to the hedge to the future maintenance schedule.

1328:

To consider three suggestions for written protocol for appeal process.

The Burial Board carefully considered the three draft documents. Option 3 was the preferred option of the Burial Board with the addition that plots cannot be purchased by residents at resident's rates for the specific use of family members whom are non-residents.

RESOLVED: The Clerk is to draw up update Option 3 and present this to the Full Council at the October meeting.

1329:

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

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

1330:

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

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

1331:

To confirm items to be taken to Full Council.

RESOLVED: The Burial Board agreed to take the appeal to the September Full Council meeting.

The Burial Board agreed to update the Full Council on information provided by the maintenance contractor.

The Burial Board agreed to forward the amended written appeal procedure (Option 3) to Full council at their October meeting.

Date of Next Meeting:

The next Burial Board meeting is to be held on Monday 5th November 2018 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 11.08am.