

# Haltwhistle & District Joint Burial Committee

Tuesday 3<sup>rd</sup> September 2024 Whitfield Village Hall

## APPROVED MINUTES

<b>Present 19:00</b>	Cllr M Ridley Cllr A Sharp Cllr E Walton Cllr D R-Mackie Cllr H Maxted Cllr A Dale Cllr A Whitehead Clerk – Miss K L Heaney Cemetery Keeper – Sean Glenton Haltwhistle TC Clerk – Ms Emma Ackroyd Cllr Gemma Heppell – Haltwhistle Staffing Committee Chair
<b>72/24</b>	<b>Meeting Started at 19:10pm, Apologies for absence –</b> Thirlwall Parish Council absent – However, no appointment made yet. The Burial Committee welcomed the new Haltwhistle Town Council Clerk – Emma and Cllr Heppell the Chair of the Staffing Committee.
<b>73/24</b>	<b>Declarations of Interest</b> The chair reminded members of the Council of their duty to declare an interest in each agenda item.
<b>74/24</b>	<b>Minutes of the meeting for approval held on:</b> Minutes from 16 <sup>th</sup> July 2024 were approved. <b>PROPOSED Cllr A Sharp</b> <b>SECONDED Cllr A Dale</b> <b>AGREED</b> Amendment required to the minutes on the 7 <sup>th</sup> of August 2024 (agreed end date states that the ten years resident fees would end 2021) needs to be <b>corrected to 2031</b> . Once amended members happy for Clerk to organise with Chair to get signed. <b>PROPOSED Cllr A Sharp</b> <b>SECONDED Cllr A Dale</b> <b>AGREED</b>
<b>75/24</b>	<b>Matters arising from previous Minutes not dealt with elsewhere in the current agenda.</b> No matters.
<b>76/24</b>	<b>Clerks report &amp; Correspondence</b> Members received Clerks report.
<b>77/24</b>	<b>Cemetery Matters</b> <b>77/24.01 Exclusive Rights –</b> Transfer No. 61 (grave space 3019) signed and approved. Along with advance purchase (2c/s) signed and approved. <b>PROPOSED Cllr M Ridley</b> <b>SECONDED Cllr A Whitehead</b> <b>AGREED</b> <b>77/24.02 Cemetery Report received and circulated around members - Noted</b> Members approved the cemetery report. Cllr A Sharp praised the cemetery keeper for the efforts made with grass cutting within both cemeteries.

Chair to Sign:

Date 19/09/2024

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	<p>Greenhead cemetery, trees along the path need pruning, cemetery keeper will investigate before weather changes. In response to the two trees in the corner (next to tool shed), work has not long been actioned on these trees from the last tree survey. Burial Committee plan to organise another tree survey next spring.</p> <p><b>PROPOSED Cllr M Ridley                      SECONDED      Cllr A Dale    AGREED</b></p> <p><b>77/24.03 Greenhead Cemetery – Approve Contractor.</b></p> <p>It was proposed to commission a specification for the Greenhead Cemetery path refurbishment. This specification will be used to acquire quotes for the work.</p> <p><b>PROPOSED Cllr M Ridley                      SECONDED Cllr H Maxted    AGREED</b></p> <p><b>77/24.04 Haltwhistle Cemetery – Complaint received from neighbour.</b></p> <p>Complaint raised about the tidiness of the compound and view of cemetery. Members agreed that the compound was tidy for being actively used within the cemetery. Members agreed Clerk to send a draft response to all members before replying.</p> <p><b>PROPOSED Cllr M Ridley                      SECONDED Cllr A Dale    AGREED</b></p>
<b>78/24</b>	<p><b>Allotments –</b></p> <p><b>78/24.01</b> Allotment Fees for 2025 – It was proposed to acquire quotes for the addition of taps to the allotments; this is to be completed before the decision on fees.</p> <p><b>PROPOSED Cllr E Walton                      SECONDED Cllr A Whitehead    AGREED</b></p> <p><i>(Differed until Oct 2024)</i></p>
<b>79/24</b>	<p><b>Land Registration of Haltwhistle &amp; Greenhead Cemetery</b></p> <p><b>79/24.01</b> Land Transfer Updates – letter sent by Cartmell Shepherd awaiting response.</p>
<b>80/24</b>	<p><b>Reports on Financial Matters.</b></p> <p><b>80/24.01</b> Balances, Income and Expenditure as at 28<sup>th</sup> August 24 – Council members received the report.</p> <p><b>PROPOSED Cllr A Sharp    SECONDED Cllr H Maxted</b></p> <p><b>AGREED</b></p> <p><b>80/24.02</b> Payments for Approval as at 3<sup>rd</sup> September 24 -</p>

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For Approval as of 3rd Sept 2024	£	Included in above balance
JA Ogle	£180.00	2 Loads of grass emptied
David Benson Business	£1,075.00	3 invoices (£300,£350 &£450 received at once due to bookkeeping)
Haltwhistle TC	£594.88	JBC share pension and paye Jul24
PPH Fuel store supplies	£48.97	Outstanding bill for timber
Metcalfe Plant Hire Ltd	£596.72	Seans Digger ticket training - certificate received
Haltwhistle TC	£131.25	Kaspersky security laptops & share of JBC payroll
<b>Total</b>	<b>£2,626.82</b>	
		Not Included in above balance
Clerks Exps / Mileage / Home allowance	£48.80	Approx amount stamps, mileage & Exps
Service for Van and MOT	£334.00	Due October 2024 - Approx cost from last years bill
Van Tax DVLA	£335.00	DVLA cemetery Van Tax
<b>Total</b>	<b>£717.80</b>	
<b>Total For Approval</b>	<b>£3,344.62</b>	

The amount(s) for £3,344.62 were approved.

**PROPOSED Cllr M Ridley**

**SECONDED Cllr D R-Mackie**

**AGREED**

**80/24.03** Brian Taylor – gift of appreciation.

The Burial Committee agreed that after all of Brian Taylor’s hard work digitalising records of burials, as thanks organise a £100 love to shop voucher (available in Sainsburys) along with a thank you card, on behalf of the Burial Committee.

**PROPOSED Cllr M Ridley**

**SECONDED Cllr D R-Mackie**

**AGREED**

**81/24**

**81/24.01 Hearse House** – No updates. Cables insulated by Northern PowerGrid in preparation for works to start. Clerk will contact contactor for update and inform members.

**82/24**

**82/24.01 Melkridge Updates** – None received.

**83/24**

**Confidential Matters: Resolution to Exclude Press and Public**

To consider a resolution to exclude the public and accredited representatives of newspapers from the following item relevant to a subject which affects the Council’s area.

**Resolution**

“That in view of the confidential nature of the business about to be transacted it is advisable in the public interest that the public be temporarily excluded, and they are instructed to withdraw.”

This resolution is moved under the Public Bodies (Admission to Meetings) Act 1960 (as extended by s.100 of the Local Government Act 1972), the public and accredited representatives of newspapers be excluded from the meeting for the following items of business on the grounds that it involves the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government Act 1972 by virtue of the paragraph specified against the item.

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	<p><i>Clerk and Cemetery Keeper left the meeting @ 20:30pm.</i></p> <p><b>83/24.01</b> Staffing matters – updates</p>
<b>84/24</b>	<p><b>Date and Time of next Meeting.</b></p> <p><b>Tuesday 15<sup>th</sup> October 2024 7pm, Venue – Old Ticket Office Haltwhistle (Clerk to confirm)</b></p> <p><b>Allotment Walkaround – Monday 7<sup>th</sup> October 2024 4.30pm/5pm (Clerk to confirm)</b></p>

Chair to Sign:

Date 19/09/2024