

Haltwhistle & District Joint Burial Committee

APPROVED MINUTES

Meeting held Tuesday 4th June 2024 at Featherstone Village Hall, 19:00pm

For Approval	£	Included in above balance
Paye & Pension	£801.90	April's Paye & Pension
David Benson Business	£250.00	Strimming 060524, 070524 & 090524
David Benson Business	£325.00	Strimming 130524-160524 & 210524-220524
PPH	£77.40	New High Viz x 2
Greenhead Village Hall	£25.00	Room hire 240424
JA Ogle	£180.00	Emptying Grass Bay
PPH	£48.97	75mm x 75mm x 1.8m (Fence)
Total	£1,708.27	
		Not Included in above balance
Pension & Paye	£1,169.32	May Pension/Paye & Insurance Share (HTC)
Haltwhistle Clerk Exps & Hours	£332.95	Stamps and April hours
Clerk Home allowance/Mileage	£46.00	Home allowance and mileage - June 2024.
Monthly Agreed Amounts	£2,737.04	
Total	£4,285.31	
Total For Approval	£5,993.58	

The amount(s) of **£5,993.58** were approved.

Cllr M Ridley **SECONDED Cllr A Sharp** **AGREED**

48/24.03 Budget – Members were happy to approve. Cllr A Sharp spoke through the budget along with the Clerk. Members discussed digger finance – runs until 2026. Members discussed and agreed that the clerk investigate a possible settlement fee for the next meeting. Members also asked for grounds contracting in finance to be clarified.

Cllr A Sharp **SECONDED Cllr M Ridley** **AGREED**

48/24.04 Assets – *DEFERRED* until next meeting – Clerk to bring along asset info.

49/24 **Policies & Standing Orders** – To review
Policies & standing orders circulated around members before the meeting. Members agreed to DEFER due to members requesting paper copies. Clerk will organise and add Policies & Standing Orders onto next agenda.

50/24 **Melkridge Parish Council** – *noted*.
Clerk received report/advice from Haltwhistle Town Clerk with NALC advice included and read aloud. Members also discussed and reviewed draft letter that was circulated and agreed an amendment to the letter (Cllr A Sharp happy for progress to be moved)

51/24 *Cllr A Sharp proposed The Hearse House Quotes be discussed as part of the public meeting rather than confidential – members agreed.*

51/24.01 Hearse House Roof – Consider Quotes.

The Brial Clerk received two quotes – the Burial Committee reviewed and discussed both quotes, and then agreed to readvertise due to difference in quotes and detail given.

Clerk to draft up advert, together with an agreed specification, to go Haltwhistle Town Council Facebook – Burial Committee Clerk will also organise getting a notice on both noticeboards (Haltwhistle TC and the Cemetery noticeboard). The members agreed for

Signed:.....

Date:16/07/2024

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	<p>the advert to be open for 2 weeks and then to meet and discuss once the tender closes. Clerk to organise and then circulate information to members.</p> <p>PROPOSED Cllr A Sharp SECONDED Cllr M Ridley AGREED</p>
52/24	<p>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.</p> <p>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."</p> <p>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. <i>Clerk and Cemetery Keeper left the meeting @ 20:53pm.</i></p> <p>52/24.01 Staffing matters – to consider outcome from letters sent from meeting on 24th April 2024 The Committee were informed Haltwhistle Town Council Clerk (The Host Council) had resigned. After a lengthy discussion on how this impacted on HDJBC, it was agreed there was a need to streamline and become more efficient. A proposal that the HDJBC pay six (6) hours a week for the additional work to be undertaken to implement changes which will be firmed up by the Staffing Group, together with new job descriptions for staff. Proposed by E Walton, Seconded by D Rogan-Mackie, Agreed by all in attendance.</p> <p>Cllr E Walton SECONDED Cllr D R-Mackie AGREED</p>
53/24	<p>Date and Time of next Meeting. Tuesday 16th July 2024 at 19.00pm Venue – Lambley Village Hall – Clerk to contact Ian Hopper to book and will send confirmation to members once booked.</p>

Signed:.....

Date:16/07/2024