

Haltwhistle & District Joint Burial Committee

Tuesday 16th July 2024 Coanwood Village Hall

Approved Minutes

Started @ 19:02pm	Cllr M Ridley Cllr A Sharp Cllr E Walton Cllr D R-Mackie Cllr H Maxted Cllr A Dale Clerk – Miss K L Heaney Cemetery Keeper – Mr Sean Glenton
54/24	Apologies for absence Apologies received from Cllr A Whitehead. Cllr D R-Mackie arrived @ 19:21pm.
55/24	Declarations of Interest The chair reminded members of the Council of their duty to declare an interest in each agenda item.
56/24	Minutes of the meeting for approval held on: Tuesday 4 th June 2024 – Members requested the minutes be approved at the next meeting once the following amendments had been made. <i>46/24.01 To Approve Discretionary Requests- Discretionary request received from plot.44 to add grandson onto tenancy. Members discussed and agreed the grandson could not be added onto the tenancy, members were happy to agree with the grandson assisting on the plot. Members agreed it should be stated clearly in the letter being sent out there is 'No automatic succession'. 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) 51/24.01 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 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.</i>
57/24	Matters arising from previous Minutes not dealt with elsewhere in the current agenda. No matters.

Sign:

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58/24	Clerks report & Correspondence Members happy with the clerks, report and the progress with network rail regarding wall repairs and tree at Greenhead Cemetery. Cllr A Dale requested copy of Melkridge letter that had previously been circulated between meetings. Cllr M Ridley asked if we could get the finance clearer/bigger for next meeting. PROPOSED Cllr M Ridley SECONDED Cllr D R-Mackie AGREED
59/24	Cemetery Matters 59/24.01 Exclusive rights & Transfers to sign/approve – N/A 59/24.02 Cemetery Report – Noted. Free estimate received from contractor; members asked the clerk to get in touch regarding a specification for various quotes in relation to Greenhead Path. Clerk will investigate once Cemetery Keeper has forwarded over contact information. Quotes to specify that path does need access for machinery such as digger. Members happy for probation services (Community Payback Workers) to assist with jobs at Greenhead Cemetery, Cemetery Keeper Sean Glenton will keep everyone updated on progress. 59/24.03 Greenhead Cemetery – Approve contractor for paths Deferred until next meeting until specification can be agreed. PROPOSED Cllr M Ridley SECONDED Cllr A Dale AGREED
60/24	Allotments – updates Members received up to date information regarding waiting list and allotment plan. Members happy with updates received. Allotment tenant, plot 36 reported to have improved plot since last inspection. Members did briefly discuss water issues regarding pressure at the allotments. Clerk will investigate this for the next meeting and have a look back on previous minutes, to see if been investigated previously. Updates to follow. PROPOSED Cllr A Dale SECONDED Cllr M Ridley AGREED
61/24	Land Registration of Haltwhistle and Greenhead Cemeteries Members agreed to pay half of costs incurred in the transfer process. Haltwhistle Town Council have asked that The Burial Committee pay half of the fees for the transfer, which are estimated to be £1000, Clerk to inform Haltwhistle Town Council on decision made. PROPOSED Cllr H Maxted SECONDED Cllr E Walton AGREED
62/24	Reports on Financial Matters 62/24.01 Balances – Income/Expenditure up to 9 th July 2024 Cllr A Sharp requested clarification on some figures such as VAT Reclaimed, HB Burials and Grounds Contracting - Clerk to clarify and forward around members.

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	PROPOSED Cllr A Sharp	SECONDED Cllr A Dale	AGREED
	Payments For Approval	£ Included in above balance	
	Haltwhistle Town Council	£242.00	HTC april hours - meeting/audit
	D Benson business	£250.00	Strimming cemetery
	S Saunders	£90.95	May stamps/ink
	SLCC Ltd	£144.00	Filca training course fee - KH
	Haltwhistle Town Council	£613.44	Paye/pension May 24
	Total	£1,340.39	
			Not included in above balance
	The National Allotment Society	£66.00	Membership renewal
	Kaspersky Laptop security	£41.25	JBC share for laptop security software
	Haltwhistle Town Council	£20.00	JBC share of Paper, Laminating punches and ink
	Paul Axcell Accountant	£90.00	JBC share of patrol services for quarter ended 30th June 24
	Alan Teasdale	£2,610.00	Fence at Haltwhistle cemetery (Hariansa rise) Invoice to follow
	PPH	£48.97	Awaiting invoice - to ensure hasn't already been paid.
	Clerk HA and mileage	£34.30	Clerk home allowance and mileage for Jun/Jul24
	Monthly Agreed Amounts	£0.00	
	Total	£2,910.52	
	Total For Approval	£4,250.91	
	62/24.02 Payments for approval as at the 16th of July 2024		
	The amount of £4,250.91 was agreed.		
	Members approved payments – A Teasdale there was an increase in the amount agreed due to the rising cost of wood. Members approved the increase and were happy with fence at Haltwhistle Cemetery.		
	PROPOSED Cllr A Sharp	SECONDED Cllr M Ridley	AGREED
	62/24.03 Asset register to review		
	Members agreed assets register – Insurance has just been paid, so members requested that before the renewal is due next year could be do a closer review on the assets that The Burial Committee have insured and on the register.		
	PROPOSED Cllr A Sharp	SECONDED Cllr A Dale	AGREED
63/24	Hearse House Roof – to review quotes received and agree a contractor		
	After viewing the two quotes received The Burial Committee agreed to go with D Beverley Building Contractor for estimated cost £1700. The Burial Committee requested clerk send a letter/email to inform D Bev of acceptance of estimate and send letter to other contractor to inform them of the decision.		
	PROPOSED Cllr A Sharp	SECONDED Cllr A Dale	AGREED

