

Haltwhistle & District Joint Burial Committee
Tuesday 21st January 2025 – Old Booking Hall, Haltwhistle
Train Station– DRAFT MINUTES.

Present	Cllr M Ridley Cllr A Whitehead Cllr A Dale Cllr D Keen	Cllr A Sharp Cllr E Walton Cllr H Maxted	Clerk – Miss K L Heaney Cemetery Keeper – Mr Sean Glenton Gemma Heppell – HTC Staffing Committee
19.00			
01/25	Meeting Started at 19:05pm, Apologies for absence – Cllr D R Mackie absent.		
02/25	Declarations of Interest The chair reminded members of the Council of their duty to declare an interest in each agenda item.		
03/25	Matters arising from the minutes not covered elsewhere in the agenda – None		
04/25	Minutes Minutes from 29 th October 2024 and 3 rd December 2024 were signed and approved.		
05/25	Clerks Report 05/25.01 Fee outstanding from the coop was paid on the 21 st of January. Members requested the update from Greenhead wall to be added into draft minutes (Tree has been taken down from the wall at Greenhead Cemetery – awaiting updates regarding the wall being mended). No further comments on the clerk’s report.		
06/25	Cemetery Matters 06/25.01 Exclusive Rights & Transfers – No exclusive rights to sign. 06/25.02 Cemetery Report – cemetery report was circulated prior to meeting – Members had no comments to make regarding cemetery report. Greenhead Cemetery updates – Amendments to grass box to be actioned to reduce frequency of emptying, cemetery keeper is going to start once weather improves. Members also discussed using the digger and road planings on Greenhead Cemetery path, to save money on improving the path there. Members agreed for this work to take place as long as grave levelling takes a priority alongside any other essential tasks. 06/25.03 Cemetery grounds update – cemetery wall rectified by Dominic Beverley contractor (fee included the refix of loose slates on Hearse House and repairs to the cemetery wall £150)		
07/25	Allotments 07/25.01 Allotment updates – Waiting list update circulated around members prior to the meeting. Members discussed outstanding allotment rents and instructed Clerk to send out final reminder letters (draft circulated). Clerk and cemetery keeper reported that work on the trees at Wydon Allotment is now complete. 07/25.02 The Burial Committee considered a request regarding a vacant allotment plot. Given the current waiting list, members agreed that the plot should be offered to the next person on the list. The Clerk will inform the applicant accordingly. PROPOSED Cllr A Whitehead SECONDED Cllr M Ridley AGREED		
08/25	Land registration of Haltwhistle and Greenhead Cemetery No updates yet on Haltwhistle & Greenhead Cemetery.		
09/25	Reports on Financial Matters 09/25.01 Balances, Income and Expenditure as of 15 th January 2025 – Agreed PROPOSED Cllr M Ridley SECONDED Cllr A Dale AGREED		

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09/25.02 Payments for approval as of the 21st January 2025 -

£ Included in above balance

Councillor A Dale	£169.00	<i>Reimbursement for laptop for the cemetery keeper</i>
H Wilson & Son	£360.00	<i>Cleaning and emptying bins at the cemetery</i>
Sean Glenton	£23.76	<i>Fuel exps Dec 24</i>
D Benson Business	£200.00	<i>reamining oct hours</i>
Haltwhistle TC	£440.00	<i>Recharge for Clerks hours & HDJBC office rent</i>
Paye/Pension	£778.13	<i>Dec 24 & Payroll share for HDJBC</i>
Paye/Pension	£594.88	<i>Paye/pension for Oct 24</i>
Gareth Jones	£900.00	<i>Wydon allotment roadside trees</i>
D Benson Business	£300.00	<i>141224 - 040125 hours worked</i>
Total	£3,765.77	
		<i>Not Included - To be approved</i>
D Beverley	£150.00	<i>Repair to cemetery wall & replace slates on Hearse House roof.</i>
Macdonald	£200.00	<i>hedges at allotment - cut down with tractor APPROX COST awaiting invoice</i>
Katie Heaney - Clerk	£10.00	<i>Home allowance - printing supplies & stamps</i>
Lloyd Ltd.	£611.06	<i>on site service for bobcat including parts.</i>
Total	£971.06	

The total amount of £971.06.00 was approved.

Comments received – requested the income/expenditure to be looked at before the next meeting, ensure contracting grounds and maintenance have all the correct figures in, and ensure breakdown is up to date.

PROPOSED Cllr M Ridley

SECONDED Cllr A Dale

AGREED

10/25

Melkridge Parish Council Updates & Constitution

Members agreed and signed final copy of the constitution. Members instructed clerk to email around to the other parishes, along with budget levy requests.

PROPOSED Cllr A Sharp

SECONDED Cllr M Ridley

AGREED

11/25

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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	<i>A confidential minute was taken.</i>
12/25	Date & Time of Next Meeting Wednesday 5th March 2025 – Old Ticket Office Haltwhistle Train Station) Clerk will confirm with members once next meeting is booked. 12/25.01 Meeting dates 2025 – members agreed to the dates drafted up, review December meeting date. Meeting closed @ 20:25pm <i>Members requested clerk find out information regarding how soon the committee the hold a meeting after elections. Clerk to contact SLCC and NALC.</i>