

MUCH HADHAM PARISH COUNCIL

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Notice is hereby given that the meeting of the Much Hadham Parish Council **Burial Authority** will be held on Tuesday, **7 November 2017**, in the **Much Hadham Village Hall Green Room**, **6:45 pm**, for the purpose of transacting the business set out in the Agenda below, and you are hereby summoned to attend.

F M Forth
Fiona Forth
Clerk of the Council

2 November 2017

A G E N D A

- 17/48. Apologies for absence
- 17/49. Declarations of Interest
- 17/50. Chairman's announcements
- 17/51. Minutes of the last meeting held on 5 September 2017
- 17/52. Reports on outstanding matters
- 17/53. Annual programme of maintenance
 - To consider and approve draft annual programme of maintenance
- 17/54. Burial fees
 - To agree revised process for charging resident fees
- 17/55. Financial
 - (i) Payment of Accounts
 - None
 - (ii) Financial Statement
 - To receive the current financial position
- 17/56. Urgent business
- 17/57. Confirmation of date of next meeting – Tuesday, 9 January 2018, in the Much Hadham Village Hall

MUCH HADHAM PARISH COUNCIL

MINUTES of the Much Hadham Burial Authority held on Tuesday, 7 November 2017, in the Much Hadham Village Hall Green Room.

Members: *Cllr Mrs J Liversage *Cllr Mrs P Taylor (Chairman)
 Cllr Mrs M O'Neill *Cllr K Twort
 Cllr W O'Neill

* denotes present.

In attendance: F Forth, Parish Clerk and no members of the public.

17/48. APOLOGIES FOR ABSENCE

Apologies for absence were received and approved from Cllr Mrs M O'Neill and Cllr W O'Neill.

17/49. DECLARATIONS OF INTEREST

None.

17/50. CHAIRMAN'S ANNOUNCEMENTS

None.

17/51. MINUTES OF THE LAST MEETING

RESOLVED that the minutes of the last meeting held on 5 September 2017 be accepted as a correct record of the proceedings and be signed by the Chairman.

17/52. REPORTS ON OUTSTANDING MATTERS

Report noted.

17/53. ANNUAL PROGRAMME OF MAINTENANCE

Following discussion, RESOLVED to approve the annual programme of maintenance.

17/54. BURIAL FEES

The Clerk explained that following the last meeting, the approach to burial fees was discussed further with the Chair and Cllr Mrs J Liversage. The discussion highlighted that it would be useful to set clear criteria upon which to base a decision in respect of residency of Much Hadham. The following criteria were identified to assess whether a resident:

- born in the parish;
- resided in the parish for a minimum total of 20 years, consecutively or not; and
- resided in the parish for the last 5 years.

If an individual does not meet any of the above criteria, then the non-resident rates would be payable.

Following discussion, it was RESOLVED to revise the process for charging resident fees to include the above criteria. The Clerk will update the form accordingly and circulate to funeral directors and stone masons.

17/55. FINANCIAL

(i) Payment of Accounts

None

(ii) Financial Statement

The current financial position was noted.

17/56. URGENT BUSINESS

None.

17/57. DATE OF NEXT MEETING

Tuesday, 9 January 2018 in the Much Hadham Village Hall at 6:45pm.

There being no further business the meeting closed at 7:05 pm