

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, **3 December 2019**, 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.

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Clerk of the Council

28 November 2019

A G E N D A

- 19/56. Apologies for absence
- 19/57. Declarations of Interest
- 19/58. Chair's announcements
- 19/59. Minutes of the last meeting held on 1 October 2019
- 19/60. Reports on outstanding matters
- 19/61. Residents' comments
- 19/62. Management update
 - To receive an update on managing the burial grounds, to include:
 - inspection of burial grounds;
 - Garden of Remembrance progress; and
 - initial draft of revised Burial Regulations
- 19/63. Financial
 - (i) Payment of Accounts
 - None
 - (ii) Financial Statement
 - To receive the current financial position
- 19/64. Urgent business
- 19/65. Confirmation of date of next meeting – Tuesday, 4 February 2019, in the Much Hadham Village Hall

19/61. RESIDENTS' COMMENTS

None.

19/62. MANAGEMENT UPDATE

No formal inspection of the burial grounds had taken place prior to this meeting. However, Cllr Mrs J Liversage and Cllr B O'Neill had visited the burial grounds in recent weeks and there were no concerns to report. It was agreed that the Chair and the Clerk would inspect the burial grounds prior to the February meeting, on 22nd January.

On behalf of Cllr Mrs J Liversage, the Chair provided an update on the Garden of Remembrance project. Work is still required to develop a project plan for approval that covers layout of the Garden, confirmation on the size and material of the memorial plaque, as well as the wording and font style to be used.

The Clerk reported that revisions to the Burial Regulations were in hand. In addition, separate Terms of Reference for the Burial Authority, as a Committee of the Parish Council, were required and these will be drafted for approval at the February meeting, along with the revised Regulations. The Clerk also stated that it was possible that a Management of Memorials Policy would be required, and she was looking into this.

19/63. FINANCIAL

(i) Payment of Accounts

None.

(ii) Financial Statement

The current financial position was noted (Appendix A). The Clerk reminded those present that it is difficult to predict the income but that a further funeral would be taking place on the 16th December. Whilst taking the booking, it was identified that a different gravedigger was being used to that expected and the Clerk was clarifying why this was the case.

19/64. URGENT BUSINESS

None.

19/65. DATE OF NEXT MEETING

Tuesday, 4 February 2020 in the Much Hadham Village Hall, Green Room at 6:45 pm.

There being no further business the meeting closed at 7:16 pm

MUCH HADHAM PARISH COUNCIL - BURIAL AUTHORITY

YEAR ENDED 31 MARCH 2020

BUDGET TO ACTUAL COMPARISON AS AT 3 DECEMBER 2019

(Excludes VAT)	FULL YEAR	YEAR TO	COMMENT
	2020 BUDGET £	DATE 2020 ACTUAL £	
INCOME			
Burial	2,200.00	2,920.00	Hard to predict burials. This year have had one interment of ashes from out of the parish.
Memorial	440.00	690.00	Hard to predict memorials. As above, have had one memorial from out of the parish.
TOTAL INCOME	<u>2,640.00</u>	<u>3,610.00</u>	
EXPENDITURE			
Water	100.00	72.00	
Church yard maintenance	1,800.00	900.00	
Other maintenance	500.00	-	
Other	100.00	230.00	Membership of ICCM £95 + training course £135
TOTAL EXPENDITURE	<u>2,500.00</u>	<u>1,202.00</u>	
ANNUAL RECONCILIATION			
Opening balance - 1 April 2018	17,037.46	17,037.46	
Income	2,640.00	3,610.00	
Expenditure	- 2,500.00	- 1,202.00	
Closing balance	<u>17,177.46</u>	<u>19,445.46</u>	