

## MUCH HADHAM PARISH COUNCIL

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Notice is hereby given that the **virtual** meeting of the Much Hadham Parish Council **Burial Authority** will be held on **Tuesday, 6<sup>th</sup> April 2021, 6:45 pm**, for the purpose of transacting the business set out in the Agenda below, and you are hereby summoned to attend.

For access to this virtual meeting, please request details using email address above or visit the Parish Council website.

*F M Forth*

Fiona Forth  
Clerk of the Council

29<sup>th</sup> March 2021

### A G E N D A

- 21/12. Apologies for absence
- 21/13. Declarations of Interest
- 21/14. Chair's announcements
- 21/15. Minutes of the meeting held on 2 February 2021
- 21/16. Reports on outstanding matters
- 21/17. Residents' comments
- 21/18. Management update
  - To receive an update on managing the burial grounds
  - To consider the next steps for extending Perry Green Burial Ground
- 21/19. Financial
  - (i) Payment of Accounts
    - None
  - (ii) Financial Statement
    - To receive the current financial position
- 21/20. Urgent business
- 21/21. Confirmation of date of next meeting – Tuesday, 1<sup>st</sup> June 2021 – arrangements to be confirmed

## MUCH HADHAM PARISH COUNCIL

MINUTES of the Much Hadham Burial Authority virtual meeting held on Tuesday, 6<sup>th</sup> April 2021, at 6:45 pm.

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

\* denotes present

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

### 21/12. APOLOGIES FOR ABSENCE

None. Cllr B O'Neill apologised for being a little late.

### 21/13. DECLARATIONS OF INTEREST

None.

### 21/14. CHAIR'S ANNOUNCEMENTS

None.

### 21/15. MINUTES OF THE LAST MEETING

RESOLVED that the minutes of the last meeting held on 2 February 2021 be accepted as a correct record of the proceedings and be signed by the Chair.

### 21/16. REPORTS ON OUTSTANDING MATTERS

Outstanding matters covered by subsequent agenda items.

### 21/17. RESIDENTS' COMMENTS

None.

## 21/18. MANAGEMENT UPDATE

No formal burial ground inspection had been undertaken prior to the meeting but it was noted that the recently refurbished railings at Perry Green Burial Ground looked nice and the hedge at the back of Perry Green Burial Ground was in bloom.

The Clerk confirmed that the official order had been placed with Chris Brace Ltd to clear the lower turning area, tidy up the spoil area and top up 2 sunken graves at cost of £300 + VAT. Cllr Mrs J Liversage highlighted that she had spoken to him and he would get back to her with the start date for this work.

Cllr B O'Neill stated that he was continuing to tidy up in St Andrew's Burial Ground, ensuring that the now paid for brown bin was well used, but not abused.

Cllr J Liversage confirmed that she was still seeking quotes for work to improve the gates and entrance at St Andrew's Burial Ground.

The Perry Green Burial Ground extension was discussed and the key points were:

- Burial Ground to be extended by 30 metres;
- notice to be given to the farmer of this intention after the June 2021 meeting, including additional clarity on how the land is to be returned to the Burial Authority, for example the grass to be planted;
- the outside border of the extension to be fenced and planted with whips (blackthorn, hawthorn). Quotes for this work to be obtained;
- the existing spoil area to become a further carpark;
- information on the access drive to be sought from Daniel Robinsons, main funeral directors using the site, in terms of how the drive is used, what they find at other sites etc.

## 21/19. FINANCIAL

### (i) Payment of Accounts

None.

### (ii) Financial Statement

The current financial position was noted (Appendix A).

## 21/20. URGENT BUSINESS

None.

21/21. DATE OF NEXT MEETING

Tuesday, 1<sup>st</sup> June 2021 at 6:45 pm. Arrangements to be confirmed given current authority for virtual meetings ends on 7<sup>th</sup> May 2021.

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There being no further business the meeting closed at 7:12 pm

Next Burial Ground inspection to be undertaken by the Clerk with Cllr Mrs J Liversage and Cllr B O'Neill on Friday 21<sup>st</sup> May 2021 at 10am, starting at St Andrew's Burial Ground.

# MUCH HADHAM PARISH COUNCIL - BURIAL AUTHORITY

## YEAR ENDED 31 MARCH 2021

### BUDGET TO ACTUAL COMPARISON - FINAL

(Excludes VAT)	FULL YEAR	YEAR TO DATE	COMMENT
	2021 BUDGET £	2021 ACTUAL £	
<b>INCOME</b>			
Burial	2,200.00	8,800.00	Actual includes a non-resident burial (£5,500)
Memorial	440.00	492.00	
<b>TOTAL INCOME</b>	<b>2,640.00</b>	<b>9,292.00</b>	
<b>EXPENDITURE</b>			
Water	100.00	74.53	£30 credit received as result of Castle Water's failure to deal with complaint within timescales.
Church yard maintenance	1,800.00	1,800.00	
Other maintenance	500.00	630.25	Railings at Perry Green
Other	100.00	785.69	ICCM membership £95; Register £163; Bench £417; Fountain pen + ink £21; Garden waste bins £90
<b>TOTAL EXPENDITURE</b>	<b>2,500.00</b>	<b>3,290.47</b>	
<b>ANNUAL RECONCILIATION</b>			
Opening balance - 1 April 2020	18,742.76	18,742.76	
Income	2,640.00	9,292.00	
Expenditure	- 2,500.00	- 3,290.47	
Closing balance	<b>18,882.76</b>	<b>24,744.29</b>	