

WIMBORNE CEMETERY JOINT MANAGEMENT COMMITTEE



Minutes of the Wimborne Cemetery Joint Management Committee held in the Committee Room at Wimborne Minster Town Hall on Monday 20th September 2021 at 6:00pm

Present: Cllr. N. Bridle - Chair
Cllr. S. Broad – Vice Chair
Cllr. C. Davies
Cllr. L. Hinks
Ms K. St Clair – Clerk & Registrar

21/41 APOLOGIES FOR ABSENCE

Cllr. C. Chedgy

21/42 MATTERS ARISING FROM MINUTES OF MEETINGS HELD ON 16th AUGUST 2021

The following matters arising are from the above earlier meeting:

21/36 – 400 common privet plants were purchased, delivered and planted in the week commencing 6th September 2021, the groundsman is now ensuring they are regularly watered.

21/37 – annual hedge trimming is booked to commence on Monday 4th October.

21/39 – all actions required by members and the Clerk have been taken to update the mandate and it is hoped this will be completed by the bank shortly.

21/43 APPROVE AND SIGN FINANCIAL REPORTS – AUGUST 2021

Financial reports for the above period were provided to members prior to the meeting, including the Clerks Report, Activity Summary, and the Budget Comparison report to date. Full reports including Bank Reconciliations, Financial Summary – Cashbook, Income and Expenditure Transactions and Budget Comparison to date were checked against the bank statements and signed by the Chair as correct during the meeting with no issue or concerns raised.

21/44 CLERKS FINANCE REPORT AND ACTIVITY SUMMARY – AUGUST 2021

The Clerk's Finance Report and Activity Report for August 2021 were provided to the members prior to the meeting. Income and expenditure have remained steady and balanced since the start of the financial year. This provides good resilience in the current account for 6-months general provisions and future work planned to the chapel. Activity for the period was slightly above average with a 45% / 55% split – Resident / Non-resident.

21/45 PLANNED MAINTENANCE REPORT – SEPTEMBER 2021

The Clerk advised members that, other than minor work which required specific machinery, the planned maintenance program was now up to date. Tree pruning and Hedging, scheduled for maintenance during September, largely involved the planting and watering of the new hedge along the Stone Lane boundary. The Clerk updated members that her son had carried out 20 hours work in the cemetery over the summer.

IT WAS RESOLVED that he be given £100 donation as a thank you for his assistance.

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21/46 STONE LANE BOUNDARY – PHASE 2

Unfortunately, the common privet plants delivered as agreed in minute 21/36, were not quite enough to complete the whole length of the boundary up to the allotment gate and where the metal fencing is currently situated. It is estimated a further 25m of planting is required, which equates to approximately, 100 plants at £300 plus VAT if purchased again from Marchant Nursery.

IT WAS RESOLVED that the Clerk purchase the additional plants and make the arrangements for the planning and planting of Phase 2.

21/47 MEMORIAL MAINTENANCE PROGRAM - UPDATE

The Clerk provided members with an updated analysis of the Memorial Maintenance Program for Year 1, and Year 2 which is part way through completion. This demonstrated that memorials fixed during a particular period, were more likely to fail – being, between the late 1960's and mid 1990's. This encompassed the time period for memorials under current inspection in Sections 20 and where a large number have failed. This was anticipated and previously reported by the Clerk to the three constituent authorities where she described the financial implication or cost to repair would get worse before it got better.

IT WAS AGREED that the Clerk keep members updated and the Chair requested a simplified report be produced for members to take back to their councils.

21/48 NEW GRADE E10 FUEL AND MACHINERY

The Clerk reported on the change from the standard (95 Octane) petrol grade, to E10, and the potential impact on petrol machinery used at the cemetery. Most modern machinery and equipment, including the tractor and strimmers, would not be affected. However, older machinery such as the Honda Generator (1986), Pump (2000) and Wheeled DR Trimmer (2016), might be.

IT WAS AGREED that the Clerk look into the sale and replacement of these items, and report back to members.

21/49 ITEMS FOR INFORMATION

The Clerk informed members she is away on a course for the week commencing Monday 18th October and therefore the scheduled meeting for that month would be cancelled. There were no further items for information.

21/50 DATE FOR NEXT MEETING

The date for the next meeting of the JMC is Monday 22nd November 2021 at 6:00pm to be held in the Committee Room, Wimborne Minster Town Hall.

The Chair declared the meeting closed at 6:50pm.

Signed:

Chair

Dated: