

WIMBORNE CEMETERY JOINT MANAGEMENT COMMITTEE



Minutes of the Wimborne Cemetery Joint Management Committee held at the Cemetery Chapel, Wimborne Cemetery on Monday 28th February 2022 at 6:30pm.

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

21/86 APOLOGIES FOR ABSENCE

None.

21/87 EXCLUSION OF PRESS AND PUBLIC

IT WAS AGREED at 6:35pm that in view of the confidential nature of the business about to be transacted, the press and public be excluded for the duration of the next item.

21/88 MATTERS ARISING FROM MINUTES OF MEETINGS HELD ON 22nd NOVEMBER 2021, 20th DECEMBER 2021, and 21st JANUARY 2022

The Clerk left the meeting at 6:53pm and the minutes recorded by Cllr Clare Davison. The committee agreed to the formal adoption of decisions from Delegated and Informal Meetings as follows:

22nd November 2021

21/51 – Accept all those as present at the meeting held virtually.

21/57 – Approve the draft budget for the year commencing 1st April 2022.

20th December 2021

21/65 - Accept all those as present at the meeting held virtually.

21/71 – The committee noted that this issue has now been superseded by events and the Cemetery Groundsman had resigned. This was discussed further under Item 6 on this agenda.

21/72 – Approve delegated authority to the Clerk to proceed with quotation from Creative Building Ltd to renovate the Lodge

17th January 2022

21/75 – Accept all those as present at the meeting held virtually.

21/80 – Approve the Clerk to obtain cost for memorial repairs for those remaining from the first year of the Memorial Maintenance Program.

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21/82 – This minute was agreed by a majority vote (3:2). Cllr Chedgy and Cllr Hinks asked for their dissent to be recorded in the Minutes together with what they considered to be a true reflection as cited below and this was agreed:

'The Committee decided to refer the question of payment for the course and any claw back provision, and time off to WMTC as the employer. The recommendation to WMTC was to approve the payment and of the course in full and the number of days off as study leave. Cllr Chedgy also raised the issue of VAT and whether this could be saved and the consistent treatment of employees of WMTC as concerns. She also referred the committee to paragraph 18 of the Constitution.'

After considerable discussion, the committee agreed to support the Clerk by providing funding in the form of 5 days study leave per year (over 2 years), but not to agree to meet the course fees.

21/83 – Approve the additional quotation from Creative Building Ltd

The Clerk returned to the meeting at 7:45pm.

21/89 APPROVE AND SIGN FINANCIAL REPORTS – JANUARY 2022

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 no issue or concerns raised. Finance reports for the month of January 2022 were signed by the Chair prior to the meeting.

21/90 CLERKS FINANCE REPORT AND ACTIVITY SUMMARY – JANUARY 2022

The Clerk's Finance Report and Activity Report for January 2022 were provided to the members prior to the meeting. Fee income for the period and activity were well above average for the period, represented by 75% 'resident' fees. Expenditure was on standard items, with minor machinery costs for a replacement battery. Additional expenditure on Lodge Expenses included council tax and utility bills which the JMC will be responsible for until a new tenant takes occupation.

21/91 PLANNED MAINTENANCE REPORT – FEBRUARY 2022

The Clerk provided the Planned Maintenance Report for the month to members prior to the meeting. All planned maintenance work was reported as up to date with attention to the Cemetery Road & Archway work to be carried out throughout February 2022. There is no planned maintenance in March each year to allow for ad hoc works and catching up.

21/92 EXCLUSION OF PRESS AND PUBLIC

IT WAS AGREED at 7:55pm that in view of the confidential nature of the business about to be transacted, the press and public be excluded for the duration of the next item.

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21/93 CEMETERY GROUNDSMAN (CONFIDENTIAL)

See Confidential Minute 21/93 below.

21/94 CEMETERY LODGE – LETTING AND RENOVATIONS UPDATE

The Clerk provided members with three quotations obtained from three local letting agents who carried out a valuation on the current market and achievable rent for Cemetery Lodge.

IT WAS AGREED that the Clerk instruct Dorset Lettings to advertise, find and carry out vetting of a potential new tenant for Cemetery Lodge.

21/95 ITEMS FOR INFORMATION

The Clerk updated members on to items for information:

21/96 DATE FOR NEXT MEETING

The date for the next meeting of the JMC is Monday 21st March 2022 at 6:30pm.

The Chair declared the meeting closed at 8:17pm

Signed:

Chair

Dated: