

**Malmesbury and Malmesbury St Paul Without
Joint Burial Committee**

**Minutes of the Meeting of the Joint Burial Committee held in the Cemetery
Chapel on Monday 17th May 2010 at 7.00pm**

PRESENT: Cllr B Ingham, – Chairman
Cllrs W Blake, P Dove, I Henderson, R Lee and C M Vernon,

PUBLIC: No members of the public attended

APOLOGIES: Cllr A C R Woodcock.

282. Election of Chairman

282.1 It was proposed, duly seconded and agreed that Councillor W G Blake be elected as Chairman for the civic year 2010/2011.

283. Election of Vice-Chairman

283.1 The Annual Meeting for Malmesbury St Pauls Without Parish Council had yet to be held and the election of Vice-Chairman would take place in September

284. Declaration of Interest

284.1 There were no declarations of interest received.

285. Minutes

285.1 It was resolved that the minutes of the meeting held on the 8th February 2010 be approved and adopted.

286. Reports on matters considered at the last meeting

286.1 Item 277.1 - the Clerk was awaiting details of an alternative supplier for the water softener to be installed in the Lodge.

286.2 Item 277.2. - the Clerk had not managed to arrange an inspection with the tenant for an inspection but this would be arranged with the new Chairman as soon as possible.

286.3 Item 280.1 - the Clerk advised that by the time quotes had been received for hedge cutting the nesting season had commenced. It was agreed that other companies be invited to quote and if the figure was deemed to be reasonable the instructions would be given to undertake the work.

287. Financial Report

287.1 The Clerk presented the year end accounts and audit reports. It was RESOLVED that:-

- (1) the accounts for the year 2009/2010 be approved as presented.

- (2) Paul Hallam, the Internal Auditor, was reaffirmed as auditor for the year 2009/2010 and appointed for a further two year period.
- (3) the Internal and External Audit reports were accepted and the clerk charged with ensuring the suggested actions were taken forward.

289. Lodge and Chapel Report

289.1 The Clerk expressed concern that pieces of mortar had fallen from the roof of the chapel. It was agreed that the urgent safety works be undertaken without delay and the clerk authorised to proceed.

290. Correspondence

290.1 The Clerk reported that there had been no items received.

291. Inspection of cemetery

291.1 The members of the committee undertook a risk assessment inspection of the cemetery and found no items necessary in terms of the gravestones and had previously authorised work of an urgent nature to the roof.

The meeting ended at 20. 50 hrs

DATE OF NEXT MEETING 7pm Monday 6th September 2010 at the Town Hall

Signed **Date**