

12 June 2013

LLANELLI JOINT BURIAL AUTHORITY

Minute Nos. 1 – 14

At the **Annual Meeting** of the **Llanelli Joint Burial Authority** held at Vauxhall Buildings, Vauxhall, Llanelli, on Wednesday, 12 June 2013 at 4:00 pm.

Present: P. J. Edmunds (Vice-Chairman)

Cllrs.

F. Akhtar	R. M. Davies
T. Bowen	V. J. Johns
L. J. Butler	T. J. Jones
M. J. P. Burns	C. J. Reed MBE

1. APPOINTMENT OF CHAIRMAN

Members proceeded to appoint a Chairman and following the motion of Cllr. C. J. Reed MBE, seconded by Cllr. R. M. Davies, it was

RESOLVED that Cllr. P. J. Edmunds be appointed Chairman.

2. CHAIRMAN'S ANNOUNCEMENT

Cllr. P. J. Edmunds thanked Members for appointing her as Chairman for the ensuing year.

3. APPOINTMENT OF VICE CHAIRMAN

Following the motion of Cllr. L. J. Butler, seconded by Cllr. T. Bowen, it was

RESOLVED that Cllr. T. J. Jones be appointed Vice Chairman.

4. APOLOGIES FOR ABSENCE

No apologies for absence were received.

5. MEMBERS' DECLARATIONS OF INTEREST

No declarations of interest were made.

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6. CONFIRMATION OF MINUTES

RESOLVED that the following minutes (copies of which had been previously circulated) be confirmed and signed as a true record of proceedings.

Ordinary Meeting - 8 May 2013

7. INCOME AND EXPENDITURE REPORTS

RESOLVED that the income and expenditure report for April 2013 and the provisional report for May 2013 be noted.

8. SCHEDULE OF PAYMENTS

Consideration was given to the schedule of payments for May 2013, which revealed expenditure for the month, amounted to £19,175.59.

RESOLVED that the information be noted.

9. STATEMENT OF ACCOUNTS FOR THE YEAR ENDING 31 MARCH 2013

Consideration was given to the Statement of Accounts for the financial year ending 31 March 2013, (copies of which had been previously circulated) and it was

RESOLVED that the Statement of Accounts be accepted.

10. INTERNAL AUDIT REPORT 2012/2013 – FINAL REPORT

Further to Minute No. 59 (12 December 2012), Members considered the final internal audit report, compiled by Auditing Solutions Ltd.

The report did not differ from the interim report (to which Minute No. 59 refers) and no matters needed addressing.

RESOLVED that the report be accepted.

11. AUDIT ANNUAL RETURN FOR THE YEAR ENDING 31 MARCH 2013

Members considered the Audit Annual Return document for the financial year ending 31 March 2013 and it was

RESOLVED that the general preparation of the document which included a summary of the Statement of Accounts in Section 1 and the Annual Governance Statement provided in Section 2 be approved accordingly.

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12. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT, 1960

RESOLVED that in view of the confidential nature of the business to be transacted the following matters be considered in private and that the power of exclusion of the public under Section 1(2) of the Public Bodies (Admission to Meetings) Act, 1960 be exercised.

13. MEMORIAL MASON REGISTRATION POLICY

Members considered the Cemetery Manager's report on the current memorial mason registration policy. After a lengthy discussion it was

RESOLVED that the Cemetery Manager's report be accepted and the proposed changes to the registration policy be implemented with immediate effect.

14. CEMETERY SECURITY

Members considered the Cemetery Manager's report on security arrangements at the cemetery together with three quotations received for the provision of a new alarm system and CCTV provision for coverage of various cemetery buildings. After a lengthy discussion it was

RESOLVED that the Cemetery Manager's report be accepted and the quotation received from Dyfed Alarms, Security House, St Clears Road, Johnstown, Carmarthen in the amount of £2954 plus annual maintenance costs of £120 be accepted. Additional costs of £284 for installation of a telephone line and broadband equipment from Pisis.net be accepted and the total cost of £3238 be met from general reserves.

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The meeting concluded at 4:35 pm
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