

13 September 2017

LLANELLI JOINT BURIAL AUTHORITY

Minute Nos. 15 - 25

At a **Meeting** of the **Llanelli Joint Burial Authority** held at Vauxhall Buildings, Vauxhall, Llanelli, on Wednesday, 13 September 2017 at 4:00 pm.

Present: Cllr. J. Williams (Chairman)

Cllrs.

D. L. Darkin
P. M. Edwards

H. J. Evans
J. S. Edmunds

together with Mr D. Gary Jones (Town Clerk)

15. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs. F. Akhtar, S. L. Davies, S. M. Donoghue, S. J. Griffiths and B. A. L. Roberts.

16. MEMBERS' DECLARATIONS OF INTEREST

Cllr. J. S. Edmunds declared a personal and prejudicial interest in Minute No. 25 because he believed he knew the individual being discussed.

17. 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.

Annual Meeting - 14 June 2017

**18. MATTERS ARISING
LLANELLI CREMATORIUM**

Further to Minute No. 14, the Secretary reported that the planned meeting with the Westerleigh Group Ltd had been cancelled at the organisation's request. Furthermore, no new date for the meeting had been requested.

RESOLVED that the information be noted.

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19. INCOME AND EXPENDITURE REPORTS

RESOLVED that the income and expenditure reports for May, June and July 2017 and the provisional report for August 2017 be noted.

20. SCHEDULE OF PAYMENTS

Consideration was given to the schedule of payments for June, July and August 2017, which revealed expenditure for the months, amounted to £13,419.02, £15,818.85 and £13,930.54 respectively.

RESOLVED that the information be noted.

21. AUDIT OF ACCOUNTS FOR THE YEAR ENDING 31 MARCH 2017

Members received correspondence from Grant Thornton, enclosing the Burial Authority's certified Annual Return together with a copy of the Notice of Conclusion of Audit. The notice was required to be kept on public display for at least 14 days. The notice was dated 28 July 2017. Members were informed that all audit work had now been completed.

RESOLVED that the information be noted.

22. LLANELLI JOINT BURIAL AUTHORITY FUTURE STATUS AND REMIT

Further to Minute No. 13, Members were informed that Llanelli Town Council and Llanelli Rural Council had made an agreement to change the remit of the Burial Authority. From the 1 October Llanelli Joint Burial Advisory Committee would replace Llanelli Joint Burial Authority and would act in an advisory capacity to the parent councils.

Members also received for information an extract from the Memorandum of Understanding made between the parent councils, which described the advisory committee's composition, general arrangements and terms of reference.

RESOLVED that the information be noted.

23. CHILD BURIAL FEES

Members considered correspondence from the Director of Local Government, Welsh Government date 28 July 2017 addressed to the Chief Executive of the Welsh Local Government Association regarding Welsh Minister's commitment to remove child burial fees from Wales altogether. After a lengthy discussion it was

RESOLVED that the correspondence be noted and to await further developments from the Welsh Government on the matter. However, as an interim measure and as a means of seeking further clarification, the Technical and Burial Services Manager be authorised to raise the subject matter with the South Wales Bereavement Services Forum in order to garner wider opinion on the potential ramifications for the community and town council sector.

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

RESOLVED that in view of the confidential nature of the business to be transacted the following matter 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.

25. STAFFING MATTER

Cllr. J. S. Edmunds declared a personal and prejudicial interest in the following matter because he believed he knew the individual being discussed and took no part in proceedings and withdrew from the meeting before discussion commenced.

Consideration was given to the Secretary's verbal report together with a copy of a medical review certificate regarding an employment matter and it was

RESOLVED that report be accepted and a further review of the individual's circumstances be conducted in 18 months.

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The meeting concluded at 4:30 pm
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