

8 October 2014

**LLANELLI JOINT BURIAL AUTHORITY**

**Minute Nos. 30 - 39**

At the **Meeting** of the **Llanelli Joint Burial Authority** held at Vauxhall Buildings, Vauxhall, Llanelli, on Wednesday, 8 October 2014 at 4:00 pm.

**Present:** M. V. Davies (Chairman)

**Cllrs.**

M. J. P. Burns  
T. Bowen  
L. J. Butler

P. J. Edmunds  
V. J. Johns  
A. G. Morgan

C. J. Reed, MBE.

**30. APOLOGIES FOR ABSENCE**

An apology for absence was received from Cllr F. Akhtar.

**31. MEMBERS' DECLARATIONS OF INTEREST**

No declarations of interest were made.

**32. 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 - 10 September 2014

**33. INCOME AND EXPENDITURE REPORTS**

**RESOLVED** that the income and expenditure report for August 2014 and the provisional report for September 2014 be noted.

**34. SCHEDULE OF PAYMENTS**

Consideration was given to the schedule of payments for September 2014, which revealed expenditure for the month amounted to £21,003.55.

**RESOLVED** that the information be noted.

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**35. REVIEW OF STANDING ORDERS AND FINANCIAL REGULATIONS**

Members considered email correspondence received from the Clerk to Llanelli Town Council requesting the potential review of Standing Order 4.1 relating to the quorum for meetings. It had been suggested that in addition to having four members present at meetings to constitute a quorum, at least one member of Llanelli Rural Council and one member of Llanelli Town Council needed to be present.

**RESOLVED** that in accordance with Standing Order No.30.2, this matter shall stand adjourned without further discussion, to the next ordinary meeting of the Burial Authority, scheduled for 12 November 2014.

**36. AUDIT OF ACCOUNTS FOR THE YEAR ENDING 31 MARCH 2014**

Further to Minute No. 29 Members received correspondence from Mazars LLP, 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 25 September 2014. Members were informed that all audit work had now been completed.

**RESOLVED** that the information be noted.

**37. 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.

**38. SCATTERING GARDENS**

Members considered the Cemetery Manager's report regarding quotations received from registered Memorial Masons to supply an engraving service for the new memorial plaques on the scattering gardens. The report also sought Member approval for a pricing structure and operating terms. The proposals were as follows:

- (1) Cremated remains shall be scattered over the raised gardens or if preferred around the perimeter of the gardens amongst the lavender borders. Exclusive burial rights were not applicable and would not be issued. The fee for scattering cremated remains would be initially set at £35.00.
- (2) Memorial plaques would be offered for a 15 or 30 year lease period. The lease period could be renewed upon the expiry of the original lease using the original memorial plaque. The associated fees for installing a memorial plaque shall initially be set at £120.00 for a 15 year lease and £190.00 for a 30 year lease with a £70.00 lease renewal fee. A second inscription fee on the plaques would cost £40.00.

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- (3) If a ceramic photo plaque was required an additional fee of £50.00 for a photo plaque measuring 5cm x 7cm shall be payable and a fee of £60.00 for a photo plaque measuring 8cm x 10cm.

Following discussion it was

**RESOLVED** that:

- 1. The proposed pricing structure and operating terms as specified above be accepted.
- 2. The quotation received from B. M. Phillips, 43 Glenalla Road, Llanelli, to cut one simple design from list provided, finished in silver enamel: £29.95. Supply and fit 5cmx7cm ceramic photo plaque £50.00 and supply and fit 8cmx10cm ceramic photo plaque £60.00 be accepted.

**39. DIFFERENT COLOUR MEMORIAL – GARDEN OF REMEMBRANCE 1**

**RESOLVED** the request received from SM to install a different colour memorial as described in his letter dated 23 September 2014 be approved accordingly. Members confirmed there was to be no change to the existing cemetery rules and regulations to accommodate the request and that any future similar requests would be considered on their individual merit.

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The meeting concluded at 4:15 pm  
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