

11 July 2012

LLANELLI JOINT BURIAL AUTHORITY

Minute Nos. 17 – 24

At the **Meeting** of the **Llanelli Joint Burial Authority** held at Vauxhall Buildings, Vauxhall, Llanelli, on Wednesday, 11 July 2012 at 4:00 pm.

Present: P. J. Edmunds (Vice Chairman (in the Chair))

Cllrs.

F. Akhtar
T. Bowen

S. L. Davies
S. N. Lewis

J. Williams

17. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs. L. A. Beer, R. M. Davies and C. C. Lucas.

18. MEMBERS' DECLARATIONS OF INTEREST

No declarations of interest were made.

19. 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 - 13 June 2012

Special Meeting - 28 June 2012

20. INCOME AND EXPENDITURE REPORTS

RESOLVED that the income and expenditure report for May 2012 and the provisional report for June 2012 be noted.

21. SCHEDULE OF PAYMENTS

Consideration was given to the schedule of payments for June 2012, which revealed expenditure for the month amounted to £21,566.89.

RESOLVED that the information be noted.

11 July 2012

22. INTERNAL AUDIT REPORT 2011/2012 – FINAL REPORT

Further to Minute No. 63 (14 December 2011), 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. 63 refers) and no matters needed addressing.

RESOLVED that the report be accepted.

23. ICCM CONFERENCE, NORTH LINCOLNSHIRE – 1 - 3 OCTOBER 2012

RESOLVED that the Chairman, Vice-Chairman and Cemetery Manager be authorised to attend the conference.

24. LLANELLI COMMUNITY HERITAGE – INFORMATION BOARDS

Further to Minute No. 38 (12 October 2011), Members considered design proofs for the installation of two information boards in the cemetery grounds. The boards would depict local historical information about the cemetery and the surrounding area and would form part of a network of similar information boards located elsewhere in Llanelli.

Members proceeded to view and comment upon the detailed plans and the potential locations where the boards might be placed and after a discussion it was

RESOLVED that

- (1) An official order be raised for the acquisition of the two information boards with Alan Williams, Graphic Design and Illustration (the company used by Llanelli Community Heritage for creating the information boards).
- (2) The location of each information board shall be cross referenced to one another with one of the board's being placed next to the Cemetery Office and fronting Garden Remembrance 1, the second board being placed in the Old Section not far from the brow of the hill.
- (3) Planning permission be sought for the chosen locations.
- (4) Llanelli Community Heritage be requested to clarify the position of personal information being displayed on the information boards and that it obtain the necessary permission from surviving relatives (if appropriate).
- (5) The Cemetery Manager contact local schools with a view to encouraging educational visits to the cemetery in support of the installation of the boards.
- (6) The Cemetery Manager review the general cemetery signage and present any additional requirements to a future meeting for consideration.

.....
The meeting concluded at 4:25 pm
.....