

12 February 2014

**LLANELLI JOINT BURIAL AUTHORITY**

**Minute Nos. 74 – 84**

At the **Meeting** of the **Llanelli Joint Burial Authority** held at Vauxhall Buildings, Vauxhall, Llanelli, on Wednesday, 12 February 2014 at 4:00 pm.

**Present:** P. J. Edmunds (Chairman)

**Cllrs.**

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

**74. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllrs R. M. Davies and T. J. Jones.

**75. MEMBERS' DECLARATIONS OF INTEREST**

No declarations of interest were made.

**76. 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 January 2014  
Special Meeting - 22 January 2014

**77. INCOME AND EXPENDITURE REPORTS**

**RESOLVED** that the income and expenditure report for December 2013 and the provisional report for January 2014 be noted.

**78. SCHEDULE OF PAYMENTS**

Consideration was given to the schedule of payments for January 2014, which revealed expenditure for the month amounted to £29,137.69.

**RESOLVED** that the information be noted.

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**79. REVISION OF STANDING ORDERS AND FINANCIAL REGULATIONS**

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

**80. MANAGEMENT OF RISK**

The Secretary provided Members with a detailed report on the management of risk, covering 12 areas and functions requiring risk evaluation. Following discussion it was

**RESOLVED** that the report be accepted.

**81. CEMETERY SERVICE WEBSITE**

The Cemetery Manager provided Members with a demonstration of the new cemetery service website highlighting the design, structure and content. The Secretary confirmed all the main pages within the website would be bilingual (English and Welsh). Following discussion it was

**RESOLVED** that the new website be approved.

**82. LLANELLI COMMUNITY HERITAGE - CEMETERY INTERPRETIVE PANELS**

Further to Minute No.38 (12 October 2011) Members considered correspondence received from the Secretary, Llanelli Community Heritage regarding a suitable date for the official unveiling ceremony. After a brief discussion it was

**RESOLVED** that the Cemetery Manager shall liaise with the Secretary of Llanelli Community Heritage to inform the organisation that Cllr. P.J. Edmunds, Chairman of the Burial Authority shall perform the unveiling ceremony with the event taking place around the Easter period, with the date being subject to mutual agreement.

**83. 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.

**84. BABY BURIAL AREA**

Members considered the Cemetery Manager's report regarding the provision of a new burial area in Section 7 of the cemetery for Non Viable Foetus and babies. Following discussion of the anticipated high demand for the service and the ramifications for the development of additional burial space for baby graves elsewhere in the cemetery it was

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**RESOLVED** that the report be accepted with the following proposals being introduced:

- (1) The dimensions and measurements for baby grave plots in Section 7 shall be accepted as specified in the report;
- (2) interments in section 7 shall be subject to extant burial fees and charges catering for traditional burial or cremated remains;
- (3) following an interment, a two foot square pre-cast concrete pad shall be placed on top of the grave space. The pad shall be supplied by the Burial Authority;
- (4) permanent plot identification labels shall be attached to the concrete pads;
- (5) a maximum memorial size of 21” (high) x 12” (wide) shall be permitted to be erected on the concrete pad, placed directly on top of the grave and fitted with a ground anchor to secure everything in place; and
- (6) the plans for the creation of the new baby burial area in Section 10 shall be suspended to permit further analysis of the level of demand for the service using the new area in Section 7 as a pilot scheme.

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The meeting concluded at 5.05 pm  
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