

14 December 2011

**LLANELLI JOINT BURIAL AUTHORITY**

**Minute Nos. 58 - 66**

At the **Meeting** of the **Llanelli Joint Burial Authority** held at Vauxhall Buildings, Vauxhall, Llanelli, on Wednesday, 14 December 2011 at 4:00 pm.

**Present:** Cllr. J Williams (Chairman)

**Cllrs.**

L. J. Butler  
M. V. Davies

W. J. Lemon  
C. C. Lucas

**58. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllrs S. M. Donoghue, A. G. Morgan and C. A. Rees.

**59. MEMBERS' DECLARATIONS OF INTEREST**

No declarations of interest were made.

**60. 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 - 9 November 2011

**61. INCOME AND EXPENDITURE REPORTS**

**RESOLVED** that the income and expenditure reports for October 2011 and the provisional report for November 2011 be noted.

**62. SCHEDULE OF PAYMENTS**

Consideration was given to the schedule of payments for November 2011, which revealed expenditure for the month, amounted to £21,614.85.

**RESOLVED** that the information be noted.

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**63. INTERIM INTERNAL AUDIT REPORT FOR 2011/2012**

Members considered correspondence received from Auditing Solutions Ltd dated 6 December 2011 (copies having been previously circulated), in respect of the interim internal audit report. The report author confirmed that there were no significant issues that required attention and that the financial systems continued to operate effectively. During discussion Members commended the staff for the quality of work and high standards achieved over recent years in maintaining the Authority's accounting procedures and systems. Following which it was

**RESOLVED** that the report be accepted.

**64. DEVELOPMENT OF A NATURAL BURIAL AREA**

Further to Minute No 49 (1), the Cemetery Manager reported upon the outcome of site visits to other cemeteries on 23 November 2011. Visits were made to Torfaen County Borough Council's public cemetery in Cwmbran to inspect a meadow grassland burial area and to Cardiff City Council's public cemetery, Thornhill, Cardiff to inspect a woodland burial area and scattering section. The site visits proved to be worthwhile and informative.

Having appraised Members of the merits/demerits of the two natural burial areas, the Cemetery Manager then proceeded to re-present his original report as presented to the Burial Authority meeting held on 12 October 2011 (Minute No. 42 refers). Having considered the proposals set out in the report the consensus of opinion was to exclude the parcel of land earmarked in section 11 from further consideration as a natural burial area because it was already established as a traditional lawn section. However, Members were of the opinion that the two other areas identified in the report, namely land to the west of section 9 and the wooded area in section 1 warranted further investigation and in view of such should form the focus of attention going forward.

Members felt there were still a number of questions and issues to resolve prior to making a firm decision to proceed and in order to move progress it was

**RESOLVED** that

- (1) A cemetery site visit be organised to inspect the two parcels of land earmarked as potential natural burial areas; but in the meantime
- (2) the Cemetery Manager be requested to calculate the longevity of the said areas should they be converted into natural burial areas, paying attention to matters such as access arrangements and layout; the level of demand for the service; the likely number of burials per year; the total number of burial spaces to be created and a cost benefit analysis of the initiative assessing its impact on the potential amount of conventional burial space that would otherwise be available if the areas were retained for traditional burial space.

**65. CCTV**

Further to Minute No. 82 (14 February 2007) the Secretary presented Members with a detailed progress report on research undertaken over the possibility of installing CCTV cameras at Llanelli District Cemetery; moreover to report upon whether an independent evaluation of CCTV in cemeteries had been conducted.

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Members were informed that despite prolonged research and having made enquiries at a national level with the Ministry of Justice (formerly Home Office) it appeared that an independent evaluation of the effectiveness of CCTV systems in cemetery grounds did not exist. However, the Ministry did provide the Burial Authority with a report it had commissioned on the general impact of CCTV based on findings from 14 case studies across the UK.

The Secretary then outlined other research measures adopted to garner further information about the call for, use and effectiveness of CCTV in cemeteries. Against the backdrop of the research the Secretary referred to a number of cemetery developments since being tasked with compiling the report.

The Burial Authority had accumulated £88,539 in an earmarked reserve for CCTV provision. Furthermore, the Burial Authority had recruited a Cemetery Manager to specialise and focus on the cemetery service. The post holder had introduced a number of proactive measures to improve the service. Significantly, a trinket policy had been introduced which prohibits mementos and the like from being left at the graveside. The CCTV petition raised in 2005 stemmed from trinkets allegedly being stolen from a particular plot. This policy development had removed the problem and was introduced to protect cemetery aesthetics and to remove potential health and safety hazards during grounds maintenance activities. The Secretary stated the focus of CCTV provision in the cemetery had shifted to a position whereby the Burial Authority needed to assess CCTV provision against the level of risk associated with mindless acts of vandalism and breaking and entering incidents both of which were considered a low to medium risk. The trinket issue was no longer a problem. Reference was then made to the quantification of the level of risk. Since October 2007, there had been three incidents of vandalism recorded which cost the Burial Authority £3,398 and on average that worked out at £848 per year.

Having fully considered the findings of the report Members were of the opinion that installing a CCTV system in the cemetery grounds could not be justified based on the level of risk and it was

**RESOLVED** that

- (1) The content of the report be noted and in view of such no further action be taken over the feasibility of installing CCTV in the cemetery grounds.
- (2) The money identified in the CCTV earmarked reserve be retained for the time being to allow officers to identify other suitable infrastructure/ capital projects which the money could be used for instead, with any such proposals being reported to committee in due course for consideration.

**66. SEASONAL GREETINGS**

The Chairman wished Members and Officers a Merry Christmas and a healthy and happy New Year.

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The meeting concluded at 4:45 pm  
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