

14 July 2010

LLANELLI JOINT BURIAL AUTHORITY

Minute Nos. 13 – 24

At the **Meeting** of the **Llanelli Joint Burial Authority** held at Vauxhall Buildings, Vauxhall, Llanelli, on Wednesday, 14 July 2010 at 4:00 pm.

Present: A. G. Morgan (Chairman)

Cllrs.

T. D. Bowen
M. J. P. Burns

W. J. Lemon
J. Williams

13. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs. S. M. Donoghue, S. N. Lewis, C. C. Lucas, C. A. Rees and K. D. Rees.

14. MEMBERS' DECLARATIONS OF INTEREST

No declarations of interest were made.

15. 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 - 9 June 2010

16. INCOME AND EXPENDITURE REPORTS

RESOLVED that the income and expenditure report for May 2010 and the provisional report for June 2010 be noted.

17. SCHEDULE OF PAYMENTS

Consideration was given to the schedule of payments for June 2010, which revealed expenditure for the month amounted to £26,695.40.

RESOLVED that the information be noted.

14 July 2010

18. AUDIT ANNUAL RETURN FOR THE YEAR ENDING 31 MARCH 2010

Members considered the Audit Annual Return document for the financial year ending 31 March 2010, and it was

RESOLVED that the general preparation of the document which included a summary of the Statement of Accounts in Section 1 and the Annual Governance Statement provided in Section 2 be approved accordingly.

19. ICCM CONFERENCE, KENILWORTH – 27 – 29 SEPTEMBER 2010

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

20. CEMETERY SIGNAGE

Members considered a letter dated 17 June 2010, received from the Head of Transport and Engineering, Carmarthenshire County Council, regarding a proposal to install three directional road signs on cemetery approach roads, sign posting the location of the cemetery grounds.

Following discussion it was

RESOLVED that the proposal be accepted and that an order be placed with Carmarthenshire County Council for the purchase of the signs at a cost of £477.24 plus VAT.

Arising out of discussion of the item, Members queried the sign posting arrangements to the cemetery from slightly further afield and it was

FURTHER RESOLVED that the Cemetery Manager make further enquiries with Carmarthenshire County Council as to the possibility of installing additional directional road signs at the junction of Halfway and at Trostre roundabout.

21. CEMETERY RULES AND REGULATIONS

The Cemetery Manager presented Members with a comprehensive set of cemetery rules and regulations for consideration. Members were informed that it was necessary to draw all of the cemetery rules and regulations into one composite document. Many recent policy developments were set out in committee minutes and or were contained in other Burial Authority literature. It was also necessary to consider some new recommendations and the Cemetery Manager proceeded to guide Members through the draft document highlighting the necessary changes.

Following discussion it was

RESOLVED that the cemetery rules and regulations policy document be approved and adopted with immediate effect; and

- (1) the practice of reserving grave spaces in section 10 in advance be discontinued;

14 July 2010

- (2) the application of the 50% out of area surcharge be temporarily withdrawn on the basis that it may be regarded as an anti competitive measure and given that it did not seem to have any noticeable impact on income streams and as it did not appear to deter the take up of burial space from bereaved families residing outside of the Burial Authority's administrative area. Furthermore that the withdrawal of the charge be kept under review for a period of six months and that it be reported to committee for further consideration after that period; and
- (3) the Cemetery Manager be authorised to contact the Burial Authority's insurer regarding occupiers liability and potential accidents occurring as a consequence of bereaved families carrying out additional maintenance to family graves, having consideration for the level of risk associated with same.

22. 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.

23. GARDEN OF REMEMBRANCE 4

Members considered three quotations for the planned extension to Garden of Remembrance 4. Following a short discussion it was

RESOLVED that the quotation received from O J's Landscaping, 27 Stanley Street, Llanelli in the sum of £8,898.00 plus VAT be accepted.

24. NEW STYLE MEMORIAL

The Cemetery Manager reported that a request had been received from Mrs B S to install a different style of memorial in Section 11 of the cemetery. Whilst the design of the memorial differed from the norm, its dimensions and colour complied with cemetery rules and regulations. Following discussion it was

RESOLVED that the request be approved.

.....
The meeting concluded at 5:10 pm
.....