

9 April 2008

LLANELLI JOINT BURIAL AUTHORITY

Minute Nos. 113 - 126

At the **Meeting** of the **Llanelli Joint Burial Authority** held at Vauxhall Buildings, Vauxhall, Llanelli, on Wednesday, 9 April 2008 at 4:00 pm.

Present: Cllr. C.C. Lucas (Chairman)

Cllrs.

S. L. Davies
D. J. Harries
M. Howells

M. E. Prothero
C. E. Richards
E. Smith

113. CHAIRMAN'S ANNOUNCEMENT

The Chairman welcomed everyone to the last meeting prior to the forthcoming local elections and conveyed best wishes to all Members seeking re-election on 1 May 2008. For those Members not seeking re-election he extended thanks and appreciation for their service commitment to the Burial Authority.

114. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr. T.J. Jones and A.G. Morgan.

115. MEMBERS' DECLARATIONS OF INTEREST

Cllr E. Smith declared an interest in Minute No. 125 as one of the persons who had submitted a tender was personally known to him.

116. 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 - 12 March 2008

117. MATTERS ARISING

MEMORIAL TESTING FIGURES

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Arising out of Minute No.104, the Secretary provided Members with a report as to why no memorials were tested during February.

RESOLVED that the information be noted.

118. INCOME AND EXPENDITURE REPORTS

RESOLVED that the income and expenditure reports for February 2008 and the provisional report for March 2008 be noted.

119. SCHEDULE OF PAYMENTS

Consideration was given to the schedule of payments for March 2008, which revealed expenditure for the month amounted to £20,404.59.

RESOLVED that the information be noted.

120. MEMORIAL TESTING FIGURES

Consideration was given to the memorial testing figures for March 2008, which revealed that 28 memorials had been tested at stage one level, with no failures.

RESOLVED that the information be noted.

121. JCB STORE – PROPOSED EXTENSION

The Secretary provided Members with draft plans (which had been previously circulated) regarding the proposed extension of the JCB store, located near Section 7 in the cemetery. The extension would provide much needed additional storage space for essential cemetery equipment. After a brief discussion it was

RESOLVED that the plans be accepted and submitted to the local planning authority at Carmarthenshire County Council for approval.

122. RETIRING MEMBERS

In support of the Chairman's remarks contained in Minute No.113 above, the Secretary informed Members that Cllr D.J. Harries and Cllr C.E. Richards would not be standing for re-election in the forthcoming local elections. The Chairman thanked them both for their long standing commitment to Llanelli Town Council and the Burial Authority. It was noted that both Cllr Harries and Cllr Richards had both served as Chairman of the Burial Authority over the years and special mention was made to Cllr Harries' length of service on the Burial Authority, which commenced in September 1980 and spanned a total of 28 years. This was a commendable achievement. Members conveyed their sincere appreciation and congratulations to both Councillors on their impending retirement.

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123. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT, 1960

RESOLVED that in view of the confidential nature of the business to be transacted the following matters referred to in Minute Nos. 124 and 125 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.

124. RESERVATION OF BURIAL PLOTS - SECTION 10

The Secretary reported that a situation had arisen which tested the Burial Authority's current policy regarding the reservation of burial plots in section 10. Members were reminded that section 10 was the only section in the cemetery grounds whereby burial plots could be reserved in advance by the next of kin, following a family interment. Current practice allowed for a maximum of two reservations per family.

A request had now been received to reserve three plots in advance. Members discussed the impact this might have on future take up and the amount of burial space available. It was felt reserving more than two plots in advance might lead to abuse of the policy. Concern was expressed that burial space in section 10 might quickly disappear if the request was acceded to, especially if large sized families attempted to reserve plots in the future. Mention was also made to the fact that section 10 was the only section in the lawned area of the cemetery whereby elaborate and ornate memorials were permitted to be erected. Therefore, it was important to stipulate to the next of kin when reserving burial plots in advance, that reservations would only be accepted on the understanding that traditional lawn memorials would not be permitted in the section. This would safeguard the section's longevity for providing for elaborate memorial designs. Following discussion it was

RESOLVED that the request be refused and the current policy of permitting next of kin to reserve two burial plots in advance be reaffirmed.

125. CLEANING CONTRACT

Further to Minute No. 110 the Secretary reported the outcome of tenders received for the cleaning contract of the cemetery buildings. Three tenders were received and opened by the Chairman on 31 March 2008. The details were as follows:

Quotation 1 - £25.00 per week (exc. VAT)
Quotation 2 - £120.00 per calendar month (not VAT registered)
Quotation 3 - £22.00 per week (exc. VAT)
All quotations were inclusive of cleaning materials.

After a brief discussion, it was

RESOLVED the tender submitted by Allbright Cleaning Services, 49 Tegfynydd, Swiss Valley, Llanelli in the sum of £22.00 per week (exc. VAT) be accepted on a 3 month trial basis. However if the trial period proves unsatisfactory, the services of the company whose terms are set out in quotation 1 above be accepted subject to serving a further 3 month trial period.

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126. DATE OF NEXT MEETING

Members were informed that the next committee meeting would take place on 21 May 2008. This was due to local elections being held on 1 May 2008 and the knock on effect on the scheduling of Llanelli Town and Rural Councils annual meetings.

RESOLVED that the information be noted.

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The Meeting concluded at 4:30 pm

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