

Haxby and Wigginton Joint Cemetery Committee

Minutes of a meeting of Haxby and Wigginton Joint Cemetery Committee held on 22nd June 2026 at 7:15pm in the Oaken Grove Community Centre.

In attendance: Cllrs Ruth Pearson (chairman), John Gates (vice-chairman), Gemma Stow, Peter Lakey, Alan Draper (town clerk) and Jane Grant (cemetery clerk).

C1 Election of chairman

RESOLVED that Cllr R. Pearson be elected to chair this item.

RESOLVED that Cllr R. Pearson be elected as chair of the committee for the ensuing year.

C2 Apologies for absence

Apologies for absence were received from Cllrs L. Pepper, J. Roberts & E. Pearson.

RESOLVED to accept and approve the apologies and the reasons for absence.

C3 Chairman's welcome

The chairman welcomed everyone to the first cemetery committee meeting of the new council year.

C4 Declarations of interest

No declarations of interest.

C5 Election of vice-chairman

RESOLVED that Cllr J. Gates be elected as vice-chairman of the committee for the ensuing year.

C6 Committee membership

RESOLVED to reaffirm the membership of the committee as follows:

- Cllr T. Fisher (Haxby Town Council)
- Cllr E. Pearson (Haxby Town Council)
- Cllr R. Pearson (Haxby Town Council)
- Cllr G. Stow (Haxby Town Council)
- Cllr J. Gates (Wigginton Parish Council)
- Cllr P. Lakey (Wigginton Parish Council)
- Cllr L. Pepper (Wigginton Parish Council)
- Cllr J. Roberts (Wigginton Parish Council)

C7 Public Question Time and Participation

One member of the public was present at the meeting.

C8 Minutes

RESOLVED to approve the minutes of the previous committee meeting held on 16 March 2026.

C9 Recent burials/interments

The cemetery clerk reported in the period from 1st January 2026 to 31st March 2026 there were twelve interments consisting of six full burials and six cremations.

RESOLVED to accept and approve the cemetery clerk's report.

C10 Financial matters

a) Payments since March meeting

RESOLVED to accept payments made since the last committee meeting in March 2026.

b) Payments for approval including monies owed to Haxby Town Council for Q1

RESOLVED to approve a payment of £5527.41 to Haxby Town Council.

c) Expenses – cemetery clerk

RESOLVED to approve a payment of £17.48.

d) Budget for 2026-2027

RESOLVED to approve the budget for 2026-2027.

e) Bank Checks

RESOLVED to request up to date bank checks be carried out by Cllrs L. Pepper and T. Fisher. The chairman thanked Cllr L. Pepper for carrying out previous bank checks.

C11 Internal Auditor's Report

RESOLVED to accept the internal audit report for year ending March 2026 and to follow the recommendation to start the next topple test in 2026.

C12 Reservations

a) Current policy for the pre-purchase of graves

RESOLVED to remain on hold and to review any new requests to pre-purchase graves on an individual basis, at each subsequent cemetery committee meeting.

b) Resident Request to purchase 4x full burial graves

RESOLVED to approve this request and three additional requests from members of the public.

C13 Cemetery Safety & Maintenance

The cemetery clerk reported on the following:

a) Quotations for two holly trees

RESOLVED to approve and accept the quotation from HPL Tree Surgeons for £650 (No VAT).

b) Quotation for renovation of two memorial seats

RESOLVED to accept the quotation of £600 from R. Walker

c) Car Park Marking

RESOLVED to accept and approve the quotation of £1100 (+VAT) from Premier Road Markings Ltd.

d) Next Plots

RESOLVED to start utilising Plot 36 for full burials and Plot 38 for future cremated remains. The cemetery clerk is to gauge interest in Plot 31 for future burials, as this is a non-consecrated plot.

e) Trees

RESOLVED to accept the cemetery clerk's report on the trees around the car park entrance to the cemetery which are low and overhanging. RESOLVED to approve MAH Garden Maintenance to cut back these trees when hedges are trimmed.

C14 Rules & Regulations

RESOLVED to approve the updated Rules & Regulations and to start distributing them.

C15 Plot 31

a) A request to include a lantern as part of a memorial permit application.

RESOLVED to approve this request with a battery operated candle inside the lantern.

C16 Next meeting

RESOLVED that the committee will next meet on Monday 21st September 2026 at 7.15pm in the Oaken Grove Community Centre, Haxby.

The meeting closed at 8:20pm.

Signed.....

Date.....

Chairman