

MINUTES of the Haxby and Wigginton Cemetery Committee meeting held on Monday 20th September 2021 in The Old School House, Wigginton, at 10.00am.

PRESENT: Cllr D. Rice (Chairman) Cllr S. Finch
Cllr N. Wyatt
Cllr M. Harrison

APOLOGIES

1. Cllr T. Richardson, Cllr R. Denton, Cllr J. Gates, Cllr P. Lakey

DECLARATIONS OF INTEREST

2. None.

MINUTES

3. **RESOLVED that the Minutes of the Haxby and Wigginton Cemetery Committee meeting held on 19th July 2021 be signed as a true and accurate record after the date corrected from 24th May 2021.**

UPDATE ON PEST CONTROL

4. No report to hand.

WORKS REQUIRED FROM CEMETERY INSPECTIONS

5. The Chairman gave an update on the necessary work required following the last cemetery inspection on 13th September 2021 and the following was reported:
 - The kissing gate on Moor Lane would benefit from being replaced with a new full width gate, see item 6.
 - Main gate on Moor Lane to be repainted and shrubbery to be cleared around the side panel.
 - It was noted that grass cutting was not up to standard, contractor to be informed.
 - Very old paperwork in old shed to inspected by Haxby History Group.
 - Centre footpath in new cemetery at far end needs reinstating as it is covered in moss.
 - Thoughts on whether the Cemetery could advertise for a caretaker to undertake various maintenance and tidying up jobs as and when required, discuss further next meeting.

The following outstanding items are from the cemetery site visit undertaken on Tuesday 13th July 2021. Items in bold are the update.

- All 21 seats required cleaning.
- Seat 5 needed securing to the paving flags.
- Seats 9,12 and 17 need monitoring.
- Seat 16 is not worth repairing and needs removing soon.
- Seat 19 needs new treated wooden slats and to be repositioned to replace seat 16 – **In the hands of Men’s Sheds York.**
- Seat 20 needs new wooden slats – **In the hands of Men’s Sheds York.**
- Overhanging tree, plot 1, on right at Moor Lane end of cemetery needs branches removing.
- Perimeter hedge overhanging footpath on RH side needs cutting back and low overhanging tree branches removed.
- Bush adjacent to Charley Driffield P11 G54 to be removed.
- Weed killing required on Plots 1 to 6 and around perimeter of seats 4 to 11.
- The next of kin who have shrubs in the Garden of Remembrance are to be contacted to be asked to remove the individual fences surrounding their shrubs.
- Headstones: Plot 9 Grave 13 – Annie Nursaw (laid flat) and Plot 9 Grave 17 – Judith Mary Ward both need attention of Peter Plewes to make good.

UPDATE ON KISSING GATE ON MOOR LANE ENTRANCE.

6. Due to the contractor having an accident, nothing had been done since the last meeting. The recent site meeting suggested that the kissing gate should be replaced with a full width gate with spring closer and latch and the short cut access point to be blocked off. Contractor engaged to repair kissing gate to be informed and given first refusal to replace with full width gate.

ADMINISTRATION FEES

7. These did not appear on either of the cash book entries for July and August.

FINANCIAL STATEMENTS AS AT 31st JULY 2021 AND 31st AUGUST 2021

8. The Financial Statement to 31st July 2021 detailing payments of £217.16 including VAT and receipts of £1951.97 and to 31st August 2021 detailing payments of £175.00 including VAT and receipts of £3479.74 were copied to Committee members prior to the meeting.
RESOLVED that the Financial Statements to 31st July 2021 and 31st August 2021 be approved.

BUDGET TO ACTUAL FIGURES AS AT 31st AUGUST 2021

9.

	Budgeted Income	Actual Income to date	Estimated Income - Year
	2021/2022	31/08/2021	2021/2022
<u>INCOME</u>			
Burials }	23,000.00	6,800.00	23,000.00
Reserved Graves }	6,000.00	5,010.00	6,000.00
Memorials	5,000.00	2,310.00	5,000.00
Bank Interest	1,000.00	81.97	1,000.00
Allowance/Grants	900.00	0.00	900.00
Administrative Charges		0.00	0.00
Buy Back Scheme		0.00	0.00
Council Tax Refund			
Total exc VAT	35,900.00	14,201.97	35,900.00
VAT Refunds		1,944.29	
TOTAL inc VAT	35,900.00	16,146.26	35,900.00
-	Actual	Actual	Estimated
-	Budget	Expenditure	Expenditure
<u>EXPENDITURE</u>	2021/2022	30/06/2021	2021/2022
Maintenance	6,500.00	3,860.66	6,500.00
General Admin		20.00	
Buy Back Scheme		0.00	
Burials		0.00	
Grass Cutting	5,250.00	700.00	5,250.00
Council Tax	1,700.00	871.50	1,700.00
Water	60.00	9.12	60.00
Audit	300.00	300.00	300.00
Insurance	1,400.00	0.00	1,400.00
Haxby TC Admin Costs	5,000.00	754.40	5,000.00
Miscellaneous/Contingency	500.00	0.00	500.00
TOTAL exc VAT	20,710.00	6,515.68	20,710.00

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VAT Paid		833.70	
TOTAL inc VAT	20,710.00	7,349.38	20710.00
<u>SURPLUS/DEFECIT (EX VAT)</u>	15,190.00	7,686.29	15,190.00

The budget to actual figures to 31st August 2021 were circulated to Committee members prior to the meeting and approved.

INTERMENTS AND MEMORIALS

10.

BURIAL MATTERS – 19th July 2021 – 20th September 2021

Interments

Derek Veitch Plot 30 Grave No: 119 Exclusive Right of Burial Certificate No: 2035
 Keith Briggs Plot 30 Grave No: 121 Exclusive Right of Burial Certificate No: 2037
 Peter Macauley Plot 18 Grave No: 49 (reserved)
 Edith Ferridge Plot 30 Grave No: 107 Exclusive Right of Burial Certificate No: 2021
 Eileen Mary Potter Plot 19 Grave No: 19 (reserved)
 John Paul Hysted Plot 30 Grave No: 138 (reserved)
 Helen Maria Seavers Plot 12 Grave No: 56 (reserved)
 Betty Barber Plot 32 Grave No: 32 Exclusive Right of Burial Certificate No: 2033
 Teresa Marie Jackson Plot 32 Grave No: 99 Exclusive Right of Burial Certificate No: 2004
 Ann Margaret Pulleyn Plot 4 Grave No: 3 (reserved)
 John Graham Hartley Plot 19 Grave No: 121 (reserved)
 Mary Clarkson Plot 30 Grave No: 11 (reserved)

Interments in Garden of Remembrance

None

Reserved

Plot 30 Grave No: 120 Exclusive Right of Burial Certificate No: 2036
 Plot 32 Grave No: 31 Exclusive Right of Burial Certificate No: 2034
 Plot 30 Grave No: 117 Exclusive Right of Burial Certificate No: 2031
 Plot 30 Grave No: 117 Exclusive Right of Burial Certificate No: 2032

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Memorials

George Sharp Plot 23 Grave No: 9
 James Brack Plot 10 Grave No: 75
 Jeff Brown Plot 19 Grave No:26
 Susan Janice Childs Plot 32 Grave No: 13

Additional Inscriptions

Ann Pulleyn Plot 4 Grave No: 3
 Rosalie May Filer Plot 30 Grave No: 68
 Wilfred Pooleman Plot 14 Grave No: 82
 Raymond William Thompson Plot 19 Grave No: 206

MATERS FOR INCLUSION ON THE NEXT AGENDA

11. The Chairman advised that items for inclusion on the agenda should be sent to the Deputy Clerk no later than one week before the meeting.

DATE OF NEXT MEETING

2. It was agreed that the next meeting of the Cemetery Committee will take place on Monday 15th November 2021 in The Old School House, Wigginton at **10.00am**.

The Committee also agreed to meet on Monday 8th November 2021 at the cemetery at 10.00am to carry out a general inspection.

There being no further business the meeting closed at 10.34am.

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 Chairman

(These Minutes are displayed 'unsigned' and are subject to correction at the next Committee.)