

# Embleton Joint Burial Committee

Remote Meeting via Zoom Website/App/Phone

## Join Zoom Meeting

<https://us02web.zoom.us/j/88330639580?pwd=UjRPY25ML3FheDVHOEN0OEIDZy9UQT09>

Meeting ID: 883 3063 9580

Passcode: 155870

Monday 14<sup>th</sup> September 2020 at 6:00pm

Open to the Public

The Committee may, by resolution under the Public Bodies (Admission to Meetings) Act 1960; S1, exclude the public from a meeting (whether during the whole or part of the proceedings) whenever publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for other special reasons stated in the resolution and arising from the nature of that business or of the proceedings; and where such a resolution is passed, this Act shall not require the meeting to be open to the public during proceedings to which the resolution applies.

## Agenda

- 907. Apologies for absence
- 908. Declarations of Interest
- 909. Confirmation of the minutes of the last meeting held 3<sup>rd</sup> August 2020
- 910. Matters arising
- 911. Long Term Business Plan for Cemetery/House
  - Renovation Project report – estimates to re-seed/turf
  - Management and Lettings – Award Contract & Accreditation/Homefinder
  - 'well' cover outside house
  - Pizza van exhaust into the new garden
  - Responsibility for boiler and water treatment plant service
  - Gift the oil in the tank to the new tenant?
  - Do we keep a set of keys to the house?
  - Change name from Cemetery House to Gatehouse Cottage
  - Opening ceremony
- 912. Financial
  - Bank Balance £8,935.40 @ 24/08/2020

## Spent and Received since 29/06/2020

Clerk (June & July pay & expenses)	-£386.76	FPO
HMRC (PAYE)	-£96.80	FPO
Contractor (July)	-£372.72	FPO
Water Charges (August)	-£13.35	DD
Floorcovering deposit	-£1,050.00	FPO
Electricity	-£26.88	DD
Renaming Fee	-£100.00	CHQ
Plot Purchase (Plot 82)	+£255.00	DEP

## Payments Required

Clerk (August pay & expenses)	-£TBC	FPO
HMRC (PAYE)	-£TBC	FPO

Contractor (August)	-£TBC	FPO
EPC Inspection Fee (Reclaimable)	-£70.00	
Floorcovering Fitting	-£470.00	CHQ
Floorcovering balance	-£1,050.90	CHQ
PWLB Repayment	-£ 1,114.37	DD
Parking Rent (2107-20) Then £2/yr. DD from 01/01/21	-£4.00	DD

**913. Administration of Cemetery**

- Memorial seat
- Headstone Survey – Estimates to make safe/re-erect & response to owner appeal
- Moles – Activity report

**914. Items for Next Agenda**

- Asset registers (Gatehouse Cottage, cemetery benches, Arch, War Memorial) and insurance of items
- Precept Budget

**915. Date and Time of Next Meeting**