

## **HUNTINGTON CEMETERY COMMITTEE**

### **MINUTES OF THE MARCH 2023 BOARD MEETING**

The general meeting of the Huntington Cemetery Committee (HCC) was held on Wednesday 29th March 2023 at the Community Centre on Strensall Road, Huntington at 6.00 pm.

**Present:** Councillor D. Geogheghan-Breen (DB), Councillor M. Duncanson (MD), Councillor A. Hawxby (AH), and Ms N. Fatima (Burial Clerk).

**Apologies:** Councillor C. Hillman (CH), Councillor G. Shann (GS) and Councillor J. Shann (JS)

**Declaration of Interest:** None

#### **Matters Arising:**

- The minutes of the last meeting dated 17<sup>th</sup> January 2023 were agreed upon and signed by the Chair.
- The accounts for Q4 2022 / 2023 were presented.

It was agreed they were a true and accurate representation of the current financial status.

- The Clerk Report detailed the Interments since the last meeting consisted of:
  - ← Cremated Remains 10
  - ← Full Burials 3

NF shared the drainage plan with the committee members.

MD will use the drainage plan to investigate if there is any blockage to alleviate the severity of flooding.

- To discuss the cemetery fee increase for April 2023.

NF shared her spreadsheet (attached).

The proposal in relation to burials was a 10% increase for Non-resident rate and a 5% increase in resident rates.

The following rates will apply to all other applications;

- Headstones £100
- Cremated Remains plaques £100
- Additional Inscription £70
- Administration fees £28
- Search fee £12

The fees were agreed upon.

- Update of Burial Authority Rule 10

The committee will meet at the cemetery to draw up a plan to actively enforce Rule 10.

NF confirmed Nigel Hawking has agreed to undertake the work.

- To discuss the next steps of the extension

DB will contact CH to request the paperwork in relation to the quotes received to move on to the tendering process.

#### **Previous action points:**

The burial clerk is to organise a meeting with HCC members at the Cemetery to identify the plots where personal items will be removed.

16.02.2023- The scheduled meeting at the cemetery could not take place due to a change of circumstances in HCC members' availability.

08.03.2023-The scheduled meeting was cancelled due to the snow.

#### **Correspondence:**

NF received correspondence regarding the sinking of a plot. NF contacted the gravedigger for remedial action to be taken.

#### **Any Other Business:**

- NF has been instructed to check that the address of the deceased on the cremation certificate/green certificate matches that of the application and notice of interment form to ensure the correct fees are paid by non-residents.
- After a discussion regarding Rule 6 being open to interpretation, an amendment was agreed upon.

The current rule state

6. Any application for the interment of a non-parishioner for more than 2 years at the time of death will incur non-residents charges.

6b. The above does not apply to any individual who has moved for circumstances beyond their control.

It has been agreed to amend the rule to state;

6b. The above does not apply to any individual who has moved for circumstances beyond their control. In these circumstances, the burial authority will make a decision based on individual circumstances.

AH will update the website accordingly.

- AH noted following the installation of the parking notice signs the parking during match days seems to have improved.

#### **New action points:**

Due to JS being unable to be a second authoriser on the banking system. AH has been asked to undertake the role.

**Date of next meeting:** 6th June 2023

Signed..... Dated.....

Chair