

Minutes of the Huntington Cemetery Committee Meeting held on Tuesday 6th June 2023 commencing at 7:00 pm in Huntington Community Centre

Present; Councillor M. Duncanson (MD), Councillor D. Jobling (DJ), Councillor Y. Safder (YS), Councillor N. Watkins (NW), Councillor D. Geogheghan-Breen (DB), Councillor S. Jobling (SJ) and N. Fatima (Burial Clerk).

Members of the public; 11

1. To receive any apologies for absence

Apologies received from Councillor A. Hawxby it was resolved to approve the apologies and reason for the absence.

2. To elect a Chair

Councillor M. Duncanson was nominated for the position of Chair by Councillor A. Hawxby (via email) and seconded by Councillor Y. Safder, there were no other nominations, and the nomination was approved unanimously.

3. To elect a Vice Chair

Councillor A. Hawxby was nominated in their absence for the position of Vice-Chair by Councillor Y. Safder and seconded by Councillor N. Watkins, there were no other nominations, and the nomination was approved unanimously.

4. To agree on the Terms of Reference

The committee considered the proposed terms of reference and it was resolved to recommend these for approval at the next Full Council Meeting.

5. To agree on dates of Meetings for the rest of the year

It was resolved the Burial Clerk is to provide dates for the quarterly meetings and ensure these do not conflict with other Parish Council committee meetings.

6. To approve the minutes of the last meeting dated 29th March 2023

It was resolved to approve the minutes of the 29th March 2023 meetings as a true and accurate record and are signed and dated by the Chair.

7. To approve the accounts for Q1 2023

The accounts for Q1 2023 / 2024 were presented. It was resolved to approve as a true and accurate representation of the current financial status.

8. Clerk Report

It was noted the burial Clerk is arranging for a replacement electric metre box as the current one is damaged beyond repair.

It was noted by the burial Clerk that between 01/04/2023 - 06/06/2023, there have been 10 cremated remains interment and 8 full burials.

It was resolved to approve the request for expenses for a new blower housing

9. To discuss any amendments to the current rule 10 taking into account comments made by members of the public

A discussion was had and it was resolved an extraordinary meeting will be held to discuss the agenda item fully.

9. To discuss setting up a Friends of Huntington Cemetery Group

A discussion was had and it was resolved an extraordinary meeting will be held to discuss the agenda item.

10. To discuss the appointment of a new Groundsman

A discussion was had and it was resolved an advert to be placed on the Parish Council Website, the City of York Council Website and the YLCA website.

Following the Huntington Parish Council meeting on 21st June it was resolved as per our current standing orders a tender process will take place.

11. To discuss ongoing flooding issues

A discussion was had and it was resolved the burial clerk is to contact the company that installed the drainage to request an on-site visit to investigate the cause of flooding.

12. To discuss authorisation of invoices/salaries presented at month end

It was noted the cemetery accounts will eventually be incorporated into the Parish accounts. In the interim, it was resolved that Councillor A. Hawxby was set up as the second authoriser on the banking system.

13. To discuss the next steps for the extension of the cemetery

A discussion was had and it was resolved an extraordinary meeting will be held to discuss the agenda item.

15. Correspondence (and appropriate response/acknowledgement to those sent in regard to the implementation of Rule 10)

A discussion was had and it was resolved this agenda item will be discussed further at the extraordinary meeting to discuss agenda item 9.

16. Date of next meeting – TBC

The meeting closed at 8:35 pm

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

Chair