



Cemetery and Town Hall Committee
held on
23 October 2018 commencing at 2pm at Cullompton Town Hall

Membership: Councillors Lloyd Knight (Chair) Eileen Andrews, Iain Emmett, Gordon Guest and Mike Thompson.

Those present: Councillors Lloyd Knight (Chair), Mike Thompson, Iain Emmett, Eileen Andrews.
The Assistant Town Clerk (Clerk).

MINUTES

1. **Apologies:** There were no apologies for absence received.
2. **Declarations of Interests:** There were no declarations of disclosable pecuniary interests and personal interests made.
3. **Minutes:** The Minutes of the Committee meeting held on 25 September 2018 were adopted as a true and correct record of the meeting and signed as such. Proposed Councillor Lloyd Knight, seconded Councillor Iain Emmett.
4. **Public Question Time:** As there were no members of the public present, this section of the meeting did not take place.
5. **Resolutions:** Noted.
Resolution File – Correct the “Remarks” Column.
Cemetery Inspection Checklist – the Assistant Town Clerk is requested to check with the Maintenance Supervisor this checklist has been implemented.
6. **Cemetery:**
 - i. To receive the Income and Expenditure Statement for the Cemetery (Appendix C).
Noted.
 - ii. To consider the way forward with the vehicular gate for the Cemetery (West) car park. The Assistant Town Clerk reported that two more quotes for bespoke metal gates are being sought but have yet to be received. One contractor cancelled a site visit this morning due to family commitments.

It was noted that the padlock affixed to the entrance gates to the Cemetery (East) prevents the gates being shut properly in its current location. The Assistant Town Clerk as asked to remind Staff to lock the padlock higher up the gate when the cemetery is open to mitigate this.
 - iii. To consider a discount request on the erection of headstones on 3x separate plots.
RESOLVED: That the applicant is granted a discount of $\frac{1}{3}$ in the total cost of this application to install three separate headstones – a total of £348.00 is to be paid.

Proposed Councillor Eileen Andrews, seconded Councillor Mike Thompson.

6. **Town Hall:**

- i. To receive the Income and Expenditure Statement for the Town Hall. Noted.
- ii. To receive estimates for the replacement of the indoor Town Hall noticeboard.

RESOLVED: To purchase an interior tamperproof notice board from XL Displays at a cost of approximately £100. Proposed Councillor Mike Thompson, seconded Councillor Iain Emmett.

7. To review the 3-year provisional budgeted Action Plan for the Cemetery and Town Hall Committee (Appendix F). Noted.

Mike Thompson – Pointed out that there should not be any wheeled equipment stored in the chapel (there is a trailer in there now).

Mike Thompson – suggests that the Cemetery Wall will need to have some maintenance carried out.

Eileen Andrews noted that the Town Hall kitchen is very small and asked if it be expanded into the store room. As the building is let quite often, If the kitchen was bigger and had better facilities, it might be let more often for more things such as Wedding Receptions. It was agreed to add this topic as a future Agenda item.

Mike Thompson requested that the planning and costing for the provision of a new Town Hall is added as a topic for discussion on a future Agenda.

9. **Correspondence:** There was no correspondence to consider.

10. **RECOMMENDATION:** That due to the sensitive nature of the business to be discussed, the following item is dealt with as Part 2 business and, in accord with the Public Bodies (Admission to Meetings) Act 1960 and the Local Government Act 1972 the press and public are requested to leave at this point and the next section of the meeting is conducted in private.

RESOLVED: That due to the sensitive nature of the business to be discussed, the following item is dealt with as Part 2 business and, in accord with the Public Bodies (Admission to Meetings) Act 1960 and the Local Government Act 1972 the press and public are requested to leave at this point and the next section of the meeting is conducted in private. Proposed Councillor Iain Emmett, seconded Councillor Mike Thompson.

Cemetery Tree and Hedge Survey: To consider quotations to produce a report and management plan for the maintenance of trees and hedges located in the Cemetery (to be forwarded separately).

RESOLVED: That the matter is deferred until a total figure is supplied by A M Lane before a decision is made. Proposed Councillor Iain Emmett, seconded Councillor Mike Thompson.

11. **Date and Time of the Next Meeting:** To confirm the date and time of the next meeting as Tuesday 27 November 2018 @ 2:00pm in the Town Hall. Noted.

In accordance with the Public Bodies (Admission to Meetings) Act 1960, members of the public and press are very welcome to attend this meeting.

Members of the public will only be permitted to speak at the beginning of the meeting during Public Question Time.
