

Minutes of a meeting of Marcham and Frilford Joint Burial Committee held on Monday 8th April, 2024 at 7.18 p.m. in the village hall, Barrow Close, Marcham.

Present: Sheena Bigden, Mark Harvie, Michael Hoath, Murray MacLean (Chairman), James Plumb, Joe Withers.

Clerk: Mrs. L. Martin

2 members of the public

Joined by Sheena Bigden at 7.19 p.m.

- 1/ 2024 Apologies for Absence
Apologies for absence had been received from Sandra Hill (away).
- 2/2024 Declarations of Interest
There were no declarations of interest
- 3/2024 Minutes of the meeting held on 11th December, 2023
The minutes of the meeting held on 11th December 2023 were agreed and signed as a true record of the meeting.
- 4/2024 Matters Arising
There were no matters arising.
- 5/2024 Sheena Bigden joined the meeting.
- 6/2024 Cemetery waste disposal
Arrangements for waste disposal were considered. To date, this had been done voluntarily by Murray MacLean. With an increasing number of graves, and quantities of oasis, disposal was more problematic.
Large floral tributes, and particularly wet oasis, following funerals were difficult to remove.

RESOLVED:

- (i) that the Clerk in consultation with the Chairman identify and engage a contractor to take over waste disposal arrangements from the Cemetery
- (ii) that the cemetery rules be amended to include no oasis in floral tributes
- (iii) that all funeral directors be notified that families be advised that floral tributes following a funeral, should be removed by the family.
- (iv) that oasis not be permitted to be left in the cemetery
- (v) that a sentence be added to the Notice of Interment form to remind those booking an interment that large floral tributes needed to be removed by the family after a reasonable length of time.

7/2024

Accounts

The Committee noted that Council, at its February budget meeting, received and approved a report from its working party on the review of the effectiveness of internal audit in regards to the Parish Council and its Burial Committee.

The recommendation which affected the Committee was to a) continue to review the Terms of Reference of the Internal Auditor and the Audit Plan, so that the Internal Auditor can ensure that the Council's financial controls and procedures are adequate, and b) to continually keep signatories to the accounts under review, and the locations of where Council's funds are held. It was noted that both the internal and external auditors for the year 22/23 had not raised any issues. It was noted that the Council had reviewed the Burial Fees, and these had been increased with effect from 1st April, 2024.

8/2024

Matters raised by members

There were no other matters raised.

9/2024

Date of next meeting

The next meeting would be held on Monday 10th June, 2024 in the village hall.

The meeting closed at 7.28 p.m.

Signed Date.....