

MINUTES OF THE JOINT MEETING OF THE
CEMETERY, FINANCE & GENERAL PURPOSES AND GUILDHALL COMMITTEES,
HELD ON THURSDAY, 22ND JANUARY 2009, IN THE COUNCIL CHAMBER,
KING'S HOUSE, THETFORD, STARTING AT 5.15 P.M.

Present:

Councillor D G Mortimer, Chairman of the Meeting *
(as agreed by those present)

Councillors:

(respective committee memberships indicated)

Councillor R F W Brame (F&GP)
Councillor T J Lamb (Cemetery / F&GP)
Councillor Mrs T I Paines (F&GP)
Councillor P J Pearson (F&GP)
Councillor Mrs M P Chapman-Allen (Cemetery / Guildhall)
Councillor Mrs P P Quadling (Cemetery / Guildhall)

In attendance:

Councillor G P Balaam

* = serving Chairman of the Guildhall Committee and member of the Cemetery Committee

307/08 DECLARATIONS OF INTEREST

Owing to his involvement with Thetford Concert Club, Councillor P J Pearson declared a prejudicial interest in section h) of the document dealt with under minute 310/08 and was not present for the discussion and vote on that part of the document.

308/08 APOLOGIES FOR ABSENCE

Apologies were received on behalf of Councillor S H Chapman-Allen.

309/08 EXCLUSION OF PRESS AND PUBLIC

RESOLVED that, pursuant to the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded for the remaining items of business on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be discussed.

310/08 GUILDHALL COMPLEX HIRE CHARGES REVIEW

Councillor Mortimer, as Chairman of the Meeting, took members through the document prepared by the Council's Finance Officer and headed *Guildhall Complex Proposals for the Year Ending 31 March 2010*, seeking agreement on each section/paragraph. Following detailed scrutiny of every particular, the following Recommendation to Council resulted:

RECOMMENDED that the Town Council, at its meeting scheduled for 28th January 2009, accept the proposals set out in the document referred to above, subject to the following amendments being introduced ahead of that meeting:

Under section a): Caretaker presence

Specific, explicit reference needs to be made to the document setting out the terms of agreement between the hirer and the Council.

Under section c): Kitchen and Bar

Same point applies, i.e. specific, explicit reference needs to be made to the document setting out the terms of agreement between the hirer and the Council.

Under section h): Concessions

It needs to be made clear that the Council has powers of discretion, which it will exercise when agreeing discounted rates.

Additional section to be introduced

Reference need to be made to the onus on the hirer to provide proof of appliance safety, in the event of appliances being brought by the hirer into a venue for use.

Bar Operating Guide to be added

A basic explanation of how bars operate needs to be provided for the benefit of less experienced hirers.

311/08 CEMETERY CHARGES REVIEW

Councillor Mortimer, as Chairman of the Meeting, took members through the document prepared by the Council's Finance Officer and headed *Burial Charging Proposals for the Year Ending 31 March 2010*, seeking agreement on each section/paragraph. Following detailed scrutiny of every particular, the following Recommendation to Council resulted:

RECOMMENDED that the Town Council, at its meeting scheduled for 28th January 2009, accept the proposals set out in the document referred to above, subject to the following amendments being introduced ahead of that meeting:

Payment Arrangements with Funeral Directors

It needs to be made clear that the Council reserves the right to charge interest on late payments.

Monument/Gravestone Charging

A differential between parishioner and non-parishioner rates will be reinstated.

At the conclusion of the meeting, members took the opportunity to praise the Finance Officer for her clarity of presentation.

Chairman of Meeting