

A VIRTUAL MEETING OF THE SPECIAL CEMETERY COMMITTEE HELD
ONLINE ON FRIDAY 4th DECEMBER 2020, STARTING AT 10.00 A.M.

Present:

Councillors D M Crawford (V Chair), C Harvey, D J Hodgkinson (Chair).

Officers:

Tina Cunnell Town Clerk, Alan Yorke Deputy Town Clerk,
, Kerry Leeder Civic Officer, Nick Thompson Cemetery Officer,
Chris Crimmen Committee Secretary.

Minutes

568/20	<u>DECLARATIONS OF ANY DISCLOSABLE PECUNIARY INTERESTS</u> None.
569/20	<u>APOLOGIES FOR ABSENCE</u> None.
570/20	<u>REVIEW OF BUDGETS</u> The Chair asked the committee to review the committee budget for 2021/22. The Finance Officer explained that there were two changes to the Cemetery Budget. The Chapel income had been reduced by £250 and Maintenance reduced by £1,000. All the Committee members and Officers agreed with these changes and Councillor D Hodgkinson proposed and Councillor C Harvey seconded: RECOMMENDATION: The Cemetery Committee recommend that the proposal for additional revisions to the revised budget be presented to finance committee for consideration as part of the overall budget for the 21/22 budget.
571/20	<u>EXCLUSION OF PRESS AND PUBLIC</u> To consider resolving that, pursuant to the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded for any 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.
572/20	<u>CEMETERY TENDERS</u> The Town Clerk reported the committee tendered for two projects on the London Road Cemetery. The council received 3 tender bids which were opened by the Chair and Town Clerk. Two bids were for both projects and one bid Company C was for the yard work only. Company A & B bid for both projects. The councillors who reviewed the bids worked to the evaluation scoring method used by Thetford Town Council. After reviewing the final weighted score Councillor D Crawford proposed and Councillor C Harvey seconded: RESOLVED: That Thetford Town Council appoint Company A for the Chapel Improvements at a cost of £51,985 and for the Yard Improvements at a cost of £22,350. Due to Health and Safety issues the work on the Yard/Toilet/Shower will start as soon as possible but the Chapel

	<p>improvements will only go ahead when funds become available. An amount of £30,465 is included in the approved 2020/21 Revised Budget and an amount of £12,000 is included in the 2021/22 Draft Budget, both being funded from Reserves.</p>
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Chairman.