

A MEETING OF THE CEMETERY COMMITTEE HELD  
AT THE COUNCIL CHAMBER, KING'S HOUSE, THETFORD ON  
THURSDAY 9<sup>th</sup> SEPTEMBER 2021, STARTING AT 10.00 AM

Councillors  
B J Canham (Chair), D M Crawford (Vice Chair),  
C Harvey, J Hollis, D J Hodgkinson.

Officers:  
David Brooks VEM Manager, Chris Crimmen Committee Secretary,  
Kerry Leader Cemetery Officer

MINUTES

281/21	<u>DECLARATIONS OF ANY DISCLOSABLE PECUNIARY INTERESTS</u> None.
282/21	<u>APOLOGIES FOR ABSENCE</u> None.
283/21	<u>MINUTES</u> <b>RESOLVED: The minutes of the committee meeting held on 15<sup>th</sup> July 2021 which were received by Full Council on 29<sup>th</sup> July 2021, as a true record and signed/initialled by the Chairman.</b>
284/21	<u>ACTIONS FROM PREVIOUS MEETING</u> The VEM Manager reported the works yard at the Cemetery will be started soon.
285/21	<u>CEMETERY OFFICERS REPORT</u> The Cemetery Officer reported that since the July meeting there have been 5 Ashes internments and 6 Burials. The total Internments year to date = 53 and the total Ashes internments year to date = 22. The Cemetery Officer reported her only concern is that the total interments in the new Cemetery each year should not exceed 25 and year to date there have been 18. This section of the Cemetery will be closely monitored to ensure the limit will not be exceeded prior to the year end in December.
286/21	<u>BUDGET REVIEW 2021/22</u> The VEM Manager asked Councillors to receive and discuss update of Budget 2021/22. He stated that income was slightly up on the year to date at £20,425 against the budget of £19,764. Expenditure was under budget at £8,600 against the budget of £312,285 and the forecast is for a slight surplus of approximately £2,000 by the end of the year. Councillors were pleased to note this forecast.
287/21	<u>BUDGET PROPOSAL FOR 2022/23</u> The VEM Manager asked Councillors to receive and discuss the first draft proposal for Cemeteries committee budget 2022/23. He said as this was the first draft he invited Councillors to comment on the previously circulated report.  The VEM Manager added that they are receiving updated quotes for external contractor's costs for 2022/23 and these will be factored into the forecast for final draft consideration in November meeting.  Councillors also discussed the options for capital projects, and it was reported that due to work carried and paid for the Works Yard improvements the Cemetery Reserve is very depleted and not sufficient to fund costs of Chapel Improvements (Installation of Toilet) and the Installation of a Stone Panorama Ashes Sanctum.  Following further discuss it was decided to arrange a meeting with the Finance Manager to discuss options.  Action: VEM Manager to arrange a meeting with Cemetery councillors and Finance Manager.

288/21	<u>COMMITTEE OFFICERS UPDATE</u> None.
289/21	<u>COMMUNITY ENGAGEMENT</u> To publish the opening and closing times of the Cemetery on the website and social media.

Chairman.