

TOWN HALL AND CEMETERY COMMITTEE

Minutes of the meeting of Market Deeping Town Council's Town Hall and Cemetery Committee held on Wednesday 4 September 2024 at 6.15 pm at Market Deeping Town Council, Market Deeping. Cllr Miss Collins presided over Cllr Bob Broughton and Cllr Mrs Jones. The Deputy Clerk was also in attendance.

14. Chair's Welcome

Cllr Miss Collins welcomed members to the meeting.

15. Apologies for absence

Apologies for absence were received from Cllr Ms Reed and Cllr Mrs Sked prior to the meeting.

16. To receive declarations of interest under the Localism Act 2011

There were no declarations of interest.

17. Minutes from the meeting held on Wednesday 4 September 2024

It was **RESOLVED** unanimously to accept the minutes of the previous meeting as a true and accurate record. The Chair signed the minutes.

18. Clerk's report

The Deputy Clerk informed the members of the following:

Cemetery

	Comments
<ul style="list-style-type: none"> Since the last meeting on 17 July 2024 there has been four interments of cremated remains and one burial. 	The committee noted.
<ul style="list-style-type: none"> Two wobbly headstones have now been repaired by the families concerned. 	The committee were pleased that these had been repaired by the families.
<ul style="list-style-type: none"> Cemetery driveway - examples of signage has been sent to residents to consider, wording still to be agreed 	The Deputy Clerk tabled a form of wording for the signs and it was agreed by the committee that these are sent to the resident for approval.

Town Hall

	Comments
<ul style="list-style-type: none"> The stair lift has been serviced and a LOLER report is being issued. 	The Committee noted.
<ul style="list-style-type: none"> Asbestos survey has been booked for 3 September. 	The Deputy Clerk reported that the survey had taken place, a report will be sent to the council to consider any actions required.
<ul style="list-style-type: none"> New phones have been installed and are working well. 	The Committee noted.
<ul style="list-style-type: none"> New printer installed on 27 August. 	The Committee noted.
<ul style="list-style-type: none"> PAT testing to be carried out in September 	The Committee noted.

19. Update on work activity taking place in the cemeteries (old & new)

- General maintenance continues in the cemetery and all trimming and mowing is up to date.
- Weed killer has been applied and the grass has been cut in the old cemetery.

20. Correspondence received up to 4 September 2024

No	Received from	Date Received	Subject	Committee to note/ response
1	Institute of Cemetery & Crematorium Management (ICCM)	12.08.24	New system from 9 September 2024 relating to death certificates and the statutory medical examiner system.	The Committee noted.

21. Finances: Omega reports: Review of budget/expenditure/income

The Deputy Clerk had presented a copy of the Omega report to all members prior to the meeting. Cllr Miss Collins asked if there were any questions and there were none.

22. Chair’s Town Hall Report

The Chair thanked the Clerks for their continued hard work.

23. Chair’s Cemetery Report

The Chair thanked the park keepers and cemetery keeper for their continued hard work.

24. For members to consider and discuss any points raised in the Open Session.

There were no items to discuss.

25. To consider items for inclusion on the agenda for the next meeting of the Town Hall and Cemetery Committee

- Precept
- Town Hall front door

Cllr Miss Collins thanked everyone for their attendance and closed the meeting at 6.30pm. The next Town Hall and Cemetery Committee meeting will take place on Wednesday 6 November 2024 at Market Deeping Town Hall.

Chair’s signature.....

Date.....