

DRAFT
TOWN HALL AND CEMETERY COMMITTEE

Minutes of the meeting of Market Deeping Town Council's Town Hall and Cemetery Committee held on Wednesday 6 November 2024 at 6.15 pm at Market Deeping Town Council, Market Deeping. Cllr Miss Collins presided over Cllr Bob Broughton, Cllr Ms Reed and Cllr Mrs Sked. The Deputy Clerk was also in attendance.

26. Chair's Welcome

Cllr Miss Collins welcomed members to the meeting.

27. Apologies for absence

Apologies for absence were received from Cllr Mrs Jones prior to the meeting.

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

There were no declarations of interest.

29. 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.

30. Clerk's report

The Deputy Clerk informed the members of the following:

Cemetery

	Comments
Since the last meeting on 4 September 2024 there had been three interments of cremated remains, one scattering of ashes and two burials.	The Committee noted.

Town Hall

	Comments
PAT testing was carried out in September and no faults were found.	The Committee noted.
Health, Safety and Wellbeing inspection was carried out on 17 October. A report will be sent to the council with any recommendations.	The Committee noted.

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

	Comments
The parkkeepers/cemetery keeper were concerned that the flat plaque area of the cemetery had seen an increase of additional memorial items.	The Committee agreed that this will be monitored over the next few months and will be reviewed at the meeting in January 2025.
Resident concerned that the trees planted in the Sanctum area will encroach over the resident's garden. Parkkeepers will monitor the growth of the trees.	The Committee noted and was content that the parkkeepers will monitor the trees and report back to the committee if concerns are raised again by the resident.

32. Correspondence received up to 6 November 2024

No	Received from	Date Received	Subject	Committee to note/ response
1	Resident	11.09.24	Request for a bench near the rose garden	The Committee approved the bench request.

2	Resident	17.09.24	Request for a bench near the flat plaque area	The committee approved the bench request.
3	The Columbaria Company (Sanctum supplier of plaques)	23.09.24	Christmas Opening Times	The Committee noted.
4	Resident	Oct 24	Non-resident of Market Deeping would like to transfer a reserved grave to his daughter who is a resident of Market Deeping. As a non-resident, triple fees applied and therefore would like a refund for the difference.	It was RESOLVED unanimously that the transfer of the grave could be passed to his daughter but no refund would be given.

It was noted that the cemetery now has an extensive number of benches and any future requests should be carefully considered.

33. 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.

- a) For members to consider the Precept for 2025/26
It was **RESOLVED** unanimously to agree the precept amounts for the Town Hall and Cemetery Committee’s for 2025/26.

34. Chair’s Town Hall Report

The Chair thanked the Clerks for their continued hard work during this very busy period.

35. Chair’s Cemetery Report

The Chair thanked the park keepers and cemetery keeper for their continued hard work. The cemetery is looking very neat and tidy.

36. For members to consider the repair/replacement of the Town Hall Entrance Door

An experienced carpenter agreed to assess the town hall entrance door and will provide a quote for a repair or a replacement door. Cllr Broughton would like to be present when the carpenter attends if the carpenter hasn’t already visited. It was agreed to defer to the next meeting when the advice and quote had been received.

37. For members to consider any actions following the recent Asbestos Management Survey

The Committee had received a copy of the Asbestos Management Survey report prior to the meeting and it was agreed that no action was required at this time.

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

There were no items to discuss.

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

- Memorial items – Flat plaque area of the cemetery
- Town Hall Entrance Door

Cllr Miss Collins thanked everyone for their attendance and closed the meeting at 6.40pm. The next Town Hall and Cemetery Committee meeting will take place on Wednesday 8 January 2025 at Market Deeping Town Hall.

Chair’s signature.....

Date.....