

DRAFT
TOWN HALL AND CEMETERY COMMITTEE

Minutes of the meeting of Market Deeping Town Council's Town Hall and Cemetery Committee held on Wednesday 24th May 2023 at 6.15 pm at the Town Hall, Market Deeping. Cllr Miss Collins presided over Cllr Broughton, Cllr Mrs Jones, Cllr Mrs Sked and Cllr Shelton. The Deputy Clerk was also in attendance.

1. Chair's Welcome

Cllr Miss Collins welcomed members to the meeting.

2. Apologies for absence

There were no apologies for absence.

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

There were no declarations of interest.

4. Minutes from the meeting held on Wednesday 1st March 2023

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

5. Clerk's report

The Clerk informed the members of the following:

Cemetery

	Committee's comments
Since the last meeting on 1st March 2023 there had been three burials, four interments of cremated remains and three scattering of ashes.	The Committee noted.
The cemetery policy states that non-residents of Market Deeping will be charged triple fees to ensure that space is available for future years for residents of Market Deeping. To emphasise this further would the committee be happy to include triple fees apply for non-residents of Market Deeping on the burial/cremated remains application form.	The Committee approved the additional wording on the burial/cremated remains application form as this will reinforce the cemetery policy that burials and cremated remains of non-residents of Market Deeping requires approval by the Chair and the Clerk, and if approved, triple fees would apply.
Memorial application form updated to reflect the previously approved memorial wedge which includes the permitted measurements for the cremated remains area.	The Committee approved the amendment.
Youths had been seen sitting on the Sanctum during the weekend of 13/14 May, no damage had occurred to the Sanctum.	The Committee requested that anti-social behaviour witnessed in the cemetery should be reported to the police.

Town Hall

	Committee's comments
The Heritage Group did a lovely Coronation display at the Town Hall on Sunday 7 th May which was well attended by members of the public.	The Committee would like to thank the Heritage Group for their wonderful display.

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

- Grass had been cut and weed killer applied.
- New graves will receive a layer of top soil to ensure they are level with the surrounding area.

7. Correspondence received up to 24th May 2023

No	Received from	Date Received	Subject	Committee to note/ response
1	SKDC	29.03.23	Public Spaces Protection Order: Dogs on Leads, The Spinney and the Paddock is due to expire in October 2023. SKDC have enquired if the Order is still required and requests evidence, which they could use in support of an application to renew the Order.	The Asst Clerk had responded to SKDC with examples of issues affecting the Spinney, cemetery and the Paddock and awaits SKDC's response.

The Chair would be carrying out spot checks to ensure that dogs are kept on leads whilst visiting the cemetery. The Chair also requests that the park-keepers and cemetery keeper politely remind dog owners to keep their dogs on their leads whilst visiting the cemetery.

8. 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.

9. For members to consider how to allocate underspend 2022/23 to EMRs

It was **RESOLVED** to allocate the underspend to Town Hall EMR 324.

10. Chair's Town Hall Report

The Chair thanked staff for all their continued hard work.

It was agreed to advertise for a cleaner at the Town Hall and Cllr Mrs Sked would also make some enquiries to see if there is any interest within the community.

11. For members to review the Hire of Chambers Policy

The Committee reviewed the policy and approved the amendment below: -

3. It is the hirers responsibility to ensure that any government health guidelines that are issued ~~in relation to COVID-19~~ are adhered to.

12. For members to review the Hire of Chambers Fee Schedule

The Committee agreed that no changes were required to the fee schedule.

13. For members to consider the additional dates for the Flag Flying Schedule following the King's Coronation

The Committee noted the communication received from Government informing that the Union Flag would be flown on the additional dates below: -

His Majesty's Wedding Day – 9 April
Official Birthday of His Majesty The King – 17 June 2023
Birthday of The Prince of Wales – 21 June
Birthday of Queen Camilla – 17 July
Birthday of His Majesty The King – 14 November

14. Chair’s Cemetery Report

The Chair reported that the cemetery is running smoothly and is being well maintained. The Chair would like to thank the cemetery keeper and park keepers for their continued hard work.

15. For members to review the cemetery fees

It was **RESOLVED** that there would be no increase to the fees for 2023/24 due to the cost-of-living crisis.

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

There were none.

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

Cllr Broughton would like to explore a suitable carpenter to replace the existing entrance door which is in a state of disrepair. The proposed door would be the same as the existing door and advice would be sought from the Conservation Officer.

- Town Hall Entrance Door

Cllr Miss Collins thanked everyone for their attendance and reminded the committee that the next meeting would now be held on Wednesday 19th July at 6.15 pm at Market Deeping’s Cemetery. The Chair closed the meeting at 6.50 pm.

Chair’s signature.....

Date.....