

TOWN HALL AND CEMETERY COMMITTEE

Minutes of the meeting of Market Deeping Town Council's Town Hall and Cemetery Committee held on Wednesday 3 January 2024 at 6.15 pm at the Town Hall, Market Deeping. Cllr Miss Collins presided over Cllr Mrs Jones and Cllr Shelton. The Deputy Clerk was also in attendance.

61. Chair's Welcome

Cllr Miss Collins welcomed members to the meeting.

62. Apologies for absence

Apologies for absence were received from Cllr Bob Broughton, Cllr Mrs Sked and Cllr Ms Reed.

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

There were no declarations of interest.

64. Minutes from the meeting held on Wednesday 1st November 2023

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

65. Clerk's report

The Deputy Clerk informed the members of the following:

Cemetery

Since the last meeting on 1 November 2023 there had been two interments of cremated remains and 1 burial.

Town Hall

	Committee's comments
A fire safety audit of the Town Hall took place in November. There were a couple of minor actions which are being followed up.	The Committee noted the actions to be followed up. The Deputy Clerk informed that following the inspection two actions were to be addressed the first was a fixed electrical installation service which has now been carried out prior to Christmas and a report is awaited. The second action is the servicing of the emergency lighting which will be addressed.
The damaged window in the Town Hall has been repaired on the 21 December. The putty will be required to be painted in three weeks to prevent cracking.	The Committee were happy for the putty to be painted. The Deputy Clerk was asked to check with the window repairer what would be the best paint to use.
The Flag Flying Schedule for 2024 has been updated.	The Committee received a copy of the 2024 Flag Flying Schedule at the meeting.

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

General maintenance continues in the cemetery, the topiary in the old cemetery had been trimmed and leaves have been cleared.

67. Correspondence received up to 3 January 2024

No correspondence had been received.

68. 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.

69. Chair’s Town Hall Report

The Chair reported that the replacement of the front door is work in progress.

70. Chair’s Cemetery Report

The Chair informed that the park keepers were doing an excellent job in maintaining the cemetery.

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

There were none.

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

There were no items to add to the agenda at this time.

Cllr Miss Collins thanked everyone for their attendance and closed the meeting at 6.20 pm. The next Town Hall and Cemetery Committee meeting will take place on Wednesday 6 March 2024 at the Town Hall.

Chair’s signature.....

Date.....