

Embleton Joint Burial Committee

**The annual meeting will be in the Ladies Room at the Creighton Hall,
Embleton on Monday 17th July 2017 at 6pm**

Open to the Public

The Committee may, by resolution under the Public Bodies (Admission to Meetings) Act 1960; S1, exclude the public from a meeting (whether during the whole or part of the proceedings) whenever publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for other special reasons stated in the resolution and arising from the nature of that business or of the proceedings; and where such a resolution is passed, this Act shall not require the meeting to be open to the public during proceedings to which the resolution applies.

Agenda

- 735. Election of Chairman**
- 736. Apologies for absence**
- 737. Declarations of Interest**
- 738. Confirmation of the minutes of the last meetings held 3rd April 2017**
- 739. Matters arising**
- 740. Appointment of Officers**
 - Vice-Chair
- 741. Schedule of meetings for 2017/18**
- 742. Retiring Chair's Report on the Committee Activities of the Preceding Year**
- 743. Maintenance of Cemetery**
 - Headstone Survey Progress Update – Verbal report
 - Bench replacement
 - Leaking Tap
 - Operation of contract
- 744. Long Term Business Plan for Cemetery/House**
 - Marketing of Cemetery House
 - Future Investment Options for Cemetery House proceeds.
- 745. Financial.**
 - Bank Balance £8,133.32 @ 15/06/2017
 - Received since 03/04/17**
 - Burial Fee Plot 1c (2016/17 rate) - £600.00
 - Purchase Plot Map104y - £250.00
 - Fix a Plaque Plot 543x - £200.00
 - Additional Inscription Plot 1c - £75.00
 - Burial fee Plot **XXX** - £650.00
 - Spent since 03/04/17**
 - Clerk (pay & expenses) - £331.23
 - HMRC (PAYE) - £75.20
 - Northumbrian Water Charges x 4 - £56.69

- Creighton Hall (03/04/17) - £13.75
- Contract Payment (April) - £410.00
- Landlord Insurance (6 month unoccupied policy) - £285.68
- NCC Council Tax (July) - £187.83

Cheques Required

- Clerk (pay & expenses) - TBC
- HMRC (PAYE) – TBC
- Creighton Hall – TBC
- Contract Payment (May £503.00, Jun £418.00) - £918.00

Reports

- EJBC is liable for domestic Council Tax from 1st April 2017 – £1,489.83 per annum. 1 x £187.83, 7 x £186.00 or pro-rata if property disposed of sooner.
- House Insurance
- Bank Mandate amendment; electronic banking?
- Risk Analysis

746. Items for Next Agenda

747. Date and Time of Next Meeting

TBC.