

**Minutes of the Meeting of Milton Parish Council Cemetery Advisory Committee
held on Monday 13 March 2023 at 7:30pm in the Bowls Pavilion**

Present: H Smith (HMS)(Chair), A Bradnam (AB), P Ellwood (PE), D Wildman (DW), J Coston (JEC)

In Attendance: S Corder (Clerk)

1. **Apologies for absence:** to receive and approve apologies for absence.
No apologies received – Full committee in attendance
2. **To APPROVE the Minutes and the Confidential Minutes of the Meeting of Wednesday 18 January 2023 and Tuesday 31 January 2023** – JEC suggested to add the following wording to the 31 January Minutes, Item 6 – “There are no Confidential Minutes needed as personal details were not discussed. – **AB Proposed to accept the minutes with the amendment – DW Seconded ALL AGREED**
3. **Declarations of interest and dispensations:**
To receive declarations of interest from councillors on items on the agenda; None
To receive written requests for dispensations for disclosable pecuniary interests (if any); None
To grant any requests for dispensation as appropriate. None
4. **Public Participation – members of the public are invited to speak**
No members of the public attended
5. **Plan for Procedures relating to Management of the Cemetery**
AB Proposed to go into confidential session- DW Seconded - ALL AGREED (meeting closed at 7:55pm)

Motion to exclude public and press

It is hereby resolved in accordance with Section 1(2) of the Public Bodies (Admission to meeting) Act 1960 that publicity would be prejudicial to the public interest by reason of the sensitive nature of the business to be transacted at Agenda Item 5.

The public and press will be temporarily excluded from the meeting at this point and any present are herewith to withdraw.

No confidential minutes were required as no personal details discussed

AB had sought advice from another Council in relation to breaches of policy and disputes. The feedback given was discussed and points raised.

Clerk to:

Add to Memorial Application Form and the Cemetery Policy and Regulations at point 10-1(i) Stone Mason to provide a copy of insurance. Add to lawn area – After 6 months of burial soil and seed will be put on the grave

Inform the PC Internal Auditor that we have not found ICCM helpful in this matter

To look into burial and interment costs of local villages for a price review – For Maintenance Committee to discuss

Talk to the City Council about infringements of policy and enforcement and their legal rights
Talk to Hillingdon Council

To ask PC Bailiffs what enforcement support they would provide in removal and collection of infringement items and costings

To consider:

When to we send out infringement letters

What is to be removed
What if they are not removed – next steps
Enforcement action

6. Dates of next meetings

To be arranged when required

Meeting closed 9:35pm Signed: Date: