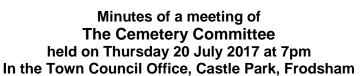
Frodsham Town Council





Present: Cllrs J Critchley (Chair), L Brown, F Pennington and P Williamson (part).

Mrs H Catt (Town Clerk)

In Attendance: None

Meeting 1

<u>eeting</u>	1
No	Item
1	Appointment of Chair
	Cllr J Critchley was re-appointed Chair – proposed and seconded by Cllrs L
	Brown & F Pennington.
2	Appointment of Deputy Chair
	Cllr F Pennington was appointed Deputy Chair - proposed and seconded
	by Cllrs J Critchley & L Brown.
3	Apologies
	Cllrs M Poulton & C Ashton, Mrs A Parker and Mrs N Smith.
4	Minutes of the meeting 2 of Cemetery Committee held on 19 May 2017
	The minutes were agreed and signed as a true record – proposed and
	seconded by Cllrs F Pennington and J Critchley.
5	Terms of Reference
	It was agreed to recommend adoption of the amended Terms of Reference
	R1. Proposed and seconded by Cllrs F Pennington & L Brown.
6	Cemetery Design Support
6.1	It was noted that the design work has been commissioned.
6.2	It was agreed that the topographical survey needed to assist the design
	work @ £475+VAT should be approved EP1 . Proposed and seconded by
	Cllrs F Pennington and L Brown.
7	Cemetery Cost 2016-17
	The actual payments & receipts in 2016-17 were note. It was agreed to
	recommend to council that the surplus should be added to the Earmarked
	Reserve for Burial Ground Maintenance. R2. Proposed & seconded by
	Cllrs J Critchley & L Brown. This earmarked reserve is for the future
	development and maintenance costs (when the cemetery is full) of running the cemetery. Replacing the ground maintenance equipment should be
	considered too.
8	Business Plan
	This item was deferred.
9	Friends of Tarvin Road Cemetery
	It was agreed that TC will research to see if other Councils have set up a
	Friends Group. An informal meeting in the Autumn for interested people
	could be arranged to discuss its remit and role.
	- J

No	Item
10	Exhumation Admin Charges
	Although it is very rare for anyone to request an exhumation it involves
	significant paperwork and currently there are no specified charges. It was
	agreed that TC would research what other cemeteries charge.
7.25	Cllr P Williamson arrived.
11	Agenda items for the next meeting
	Additional agenda items for the next meeting were agreed:
	Trees (pruning) – raised by Mrs A Parker
	 Design ideas – TC to invite the designer if the designs are ready.
12	Date of next meeting(s)
	It was agreed to change the date of the next meeting to Friday 8 October
	2017 (3pm). Meetings in 2018 remain the same18 January (3pm) and 19
	April 2018 (7pm).

Meeting ended 7.30pm.

- **R1.** To adopt the amended Cemetery Committee Terms of Reference proposed and seconded by Cllrs F Pennington & L Brown.
- **R2.** To agree that the surplus of £10,401.08 should be added to the Earmarked Reserve for Burial Ground Maintenance proposed & seconded by Cllrs J Critchley & L Brown.
- **EP1.** To approve the topographical survey @ £475+VAT proposed and seconded by Cllrs F Pennington & L Brown