

# COLD ASHBY PARISH COUNCIL

## AGENDA

### Wednesday 3rd June 2020

A meeting will be held on Wednesday 3rd June at 7.30 p.m.  
By Zoom

Councillors are summoned to attend this meeting of the Parish Council.  
Members of the public and press are invited to attend

#### Agenda

**Present:** to record the presence of Cold Ashby Parish Councillors, Officers, members of external authorities and others in official attendance at the meeting.

**Interests:** Members' attention is drawn to the need to disclose pecuniary interests not already registered before any relevant agenda item.

- 1. Apologies:** to receive and consider apologies for absence
- 2. Minutes:** to **approve** minutes of the meeting of the Council AGM and also the ordinary meeting held on the 6th May 2020.
- 3. Matters arising:** to **note for information only** any relevant matter arising from the approved minutes.
- 4. Open forum:** to receive and discuss matters raised by members of the public present at the meeting.

#### Items for decision

- 5. Accounts:** Members are asked to **approve** the attached accounts and **authorize** the payments contained in them. The balance reported at the May meeting was **£19,940.31** (£13,663.94 current and £6,276.37 investment). Details of payments and receipts and the new balance are reported in **Annex 1**, a copy of which will be e-mailed to members in advance of the meeting and available at the meeting in hard copy.
- 6. Cemetery:** members agreed to review the prices and regulations pertaining to the cemetery. The relevant documents have been sent to members with these papers.
- 7. Internal Audit:** the internal audit is now in progress. The relevant papers have been delivered by email to the auditor, Alan Chantler.
- 8. Post:** email re the siting of the dog waste bin on Thornby Road.



Graham Jones 28th<sup>th</sup> May 2020

# Cold Ashby Parish Council Annual General Meeting Wednesday 6<sup>th</sup> May 2020

The Annual Meeting was held on Wednesday 6<sup>th</sup> May at 7.30 p.m. by Zoom

## Minutes

1. Rod Bailey elected unanimously. Prop RdW, sec. NH
2. S Varley – work. accepted
3. Election of other officers and representatives for 2020/21
  - Neil Harpham prop RB sec AP
  - 2 representatives to CAPFA committee – NH RB
  - 1 representative to Village Hall committee - RB
  - 2 trustees to Richard Ward foundation (no longer needed) review 2021
  - 1 internal control councillor - RB
4. Review of Standing Orders – no change
5. Review of Financial Regulations and control procedures – no change
6. Review Risk Assessment schedule and practice – no change
7. Adoption of accounts for 2019/20 - adopted
8. Appointment of Internal Auditor for 2020/21 – agreed AC
9. Review Cemetery prices and regulations – to be reviewed at June meeting



G Jones 06.05.10

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M **COLD ASHBY PARISH COUNCIL**  
**Minutes**  
**Wednesday 6th May 2020**

**Minutes of the meeting held on Wednesday 6<sup>th</sup> May at 7.40 p.m., by video conference.**

**Present:** RB (chair) NH, RdW, RIW, AP; the clerk

**Interests:** None

1. **Apologies:** S Varley, work. accepted
2. **Minutes:** minutes of the meeting of the Council on the 1st April 2020 were **approved**.
3. **Matters arising: none**
4. **Open forum:** none present

Items for decision

5. **Accounts:** Members **approved** the attached accounts and **authorized** the payments contained in them. The balance reported at the meeting was **£119,940.31** (current £13,663.94, £6,276.37 investment).
6. **Internal Audit Report:** the internal auditor been contacted about revised procedures for the accounts in the light of the current coronavirus restrictions. Members noted that a response was still awaited and the clerk would pursue the matter. The current lockdown made matters particularly difficult given the parties concerned.
7. **Annual Audit Return 2019-20:**
  - a. The council completed the 9 statements in the Annual Governance Statement (annex) positively. **Resolved:** this annual governance statement is approved by this authority and recorded as minute reference 2020/05/1/7.
  - b. **Resolved:** this authority approves the accounting statements (annex) presented to it at this meeting (06.05.20) recorded as minute reference 2020/05/1/7 and authorises the chairman to sign the statements.
8. **Grass cutting contract:**  
It was **resolved** that the Council would award the grass cutting contract to Mr Ian Lill on the basis of the attached agreements.
9. **Breaches of Covid 19 regulations:** a number of serious breaches of social distancing and lockdown regulations were reported by members. No further incidence involving the sports field had been reported. Motorcycle scrambling was still a daily nuisance despite welcome police intervention and the clerk was asked to write to differing bodies highlighting their separate responsibilities for dealing with the matter.
10. Other than comments under item 9 there were no verbal reports from the council's representatives on other bodies
11. **Post:** none



Graham Jones 7<sup>th</sup> May 2020

# **COLD ASHBY PARISH COUNCIL**

## **TABLE OF FEES FOR COLD ASHBY CEMETERY** **Revised 4<sup>th</sup> May 2016**

1.	SINGLE GRAVE	£ 100.00
2.	DOUBLE GRAVE	£ 100.00
3.	CREMATED REMAINS	£ 75.00

### **BURIAL FEES**

4.	FIRST INTERMENT	£ 75.00
5.	SECOND INTERMENT	£ 75.00
6.	CREMATED REMAINS	£ 75.00

### **GRANT OF RIGHT TO PLACE**

7.	HEADSTONES	£ 50.00
8.	SECOND INSCRIPTION	£ 20.00
9.	MEMORIAL VASES	£ 40.00
10.	SECOND INSCRIPTION	£ 20.00
11.	CREMATION TABLET	£ 45.00
12.	SECOND INSCRIPTION	£ 20.00

**GRANT OF EXCLUSIVE RIGHTS OF BURIAL IS FOR A PERIOD OF 99  
YEARS**

**NO PLOTS TO BE RESERVED**

**FOR CREMATED REMAINS, REMOVABLE FLOWER VASES AND FLAT  
INSCRIPTION STONES ONLY MAY BE USED**

**ALL THE ABOVE PRICES WILL BE QUADRUPLED FOR NON-  
RESIDENTS OR PEOPLE WHO HAVE NOT LIVED IN THE PARISH FOR  
THE PREVIOUS TEN YEARS (EXCEPT FOR RESIDENTS WHO HAVE  
BEEN TAKEN INTO NURSING HOMES)**

# **COLD ASHBY PARISH COUNCIL**

## **REGULATIONS FOR THE CEMETERY**

**November 2015**

1. A list of fees and charges is kept by the Clerk to the Parish Council. Any fees payable should be paid at the time the order is given.
2. The name of the parish or district from which the body is removed and all necessary information is to be stated when the fee is paid.
3. Two days notice of interment must be given to the Clerk to the Parish Council.
4. The relatives or friends of the deceased must make their own arrangements for the conduct of the burial service. The name and address of the minister must be given to the Clerk to the Parish Council.
5. No more than one grave, single or double, may be bought at one time and be consistent with the Parish Council's plan of the cemetery. No plots may be reserved as from April, 1987.
6. Cremated remains may be interred either in an existing grave or in the Garden of Remembrance but not in a previously unopened plot.
7. An interment of any person who has not been a resident of the village of Cold Ashby during the ten years prior to death will be subject to the surcharges as published.
8. The ground at the top, bottom and sides of all graves belongs to the Parish Council.
9. The relatives and friends are responsible for the leveling of graves immediately after the expiry of twelve months of the burial. Please contact the Clerk to the Parish Council concerning disposal of soil or if help is required.
10. No vault or walled grave is to be constructed in the cemetery.
11. No grave in which the exclusive right to burial has been purchased shall be opened without the owner's consent in writing.
12. Details of every headstone to be erected, the position of which is to be specified by the Parish Council, must be submitted to the Parish Council for approval and payment made to the Parish Council before it is erected in the cemetery. All headstones must be vertical

and not exceed 3' 0" (914mm) high x 2' 0" (610mm) wide. All headstones must bear the number of the grave on which it is to be erected and any subsequent inscriptions must also be approved by the Parish Council. For cremated remains, removable flower vases and flat inscription stones only may be used. No other forms of memorial or railing must be erected which might impede mowing.

13. Flower vases must also be approved by the Parish Council and will be restricted to one per grave for maintenance purposes.
14. All headstones must be kept in proper condition and repair by and at the expense of the persons ordering the same. In case of neglect to repair, notice will be sent to the owner or his/her representative and if not executed within three months the Parish Council may cause headstones to be removed.
15. The planting of shrubs and flowering plants is not allowed on any grave as from 1<sup>st</sup> May 1996.
16. The Parish Council is not responsible for damage to memorials caused by storm, wind, subsidence or vandalism.
17. Cut flowers, wreaths or temporary materials must be removed from graves when faded.
18. Hours of interment are 9.00am – 4.00pm Monday to Friday inclusive. Interments outside these hours will be subject to additional fees.
19. Visitors to the cemetery must keep to the paths and refrain from touching, moving or interfering with any trees planted by the Parish Council.
20. No headstone will be allowed on a grave space in which the exclusive right of burial has not been granted.
21. Notice is to be given to the Clerk to the Parish Council of any execution of work, even though permission has been granted.
22. A plan of the cemetery showing the situation of each grave is kept by the Clerk to the Parish Council and may be seen, by appointment, without charge.
23. The Parish Council reserves the right to make alterations to the charges at any time and also alterations to the regulations.

**BY ORDER OF COLD ASHBY PARISH COUNCIL 4.11.2015**

