

OVINGHAM JOINT BURIAL COMMITTEE
(WYLAM, HORSLEY, OVINGHAM AND OVINGTON PARISH COUNCILS)

Minutes of a meeting of Ovingham Joint Burial Committee
23rd January 2024 at Wylam Institute

Councillors present: D Carney (Wylam PC) (Chair), M Senior (Horsley PC), and I Swinburne (Ovingham PC)

Also present: T Wood (Clerk to the Committee)

1. Quorum

Unfortunately, no representatives of Ovington Parish Council were in attendance. However as three of the four constituent Councils were represented the meeting could still go ahead and decisions made. The Minutes would be sent to the Ovington representatives, and they would then have 7 days to veto any proposed actions. This would need to be in writing and would need to be appended to the minutes of the meeting. If there was a disagreement on an issue the decision would need to be deferred to a quorate meeting.

2. Apologies for Absence

S Glover (Horsley PC), M Jones (Wylam PC), D Jordon (Ovingham PC), L Marshall (Ovington PC), T Skelly (Ovington PC)

3. Declarations of Interest in Items on the Agenda

None declared.

4. Minutes of the Meeting held on 19th September 2023

Resolved that the Minutes of the Meeting held on 19th September 2023 be agreed as a true record of proceedings to be signed by the Chair.

5. Update on Actions Arising from the Meeting on 19th September 2023

The actions report had been circulated to members and the actions document was discussed.

Resolved that:

- i. The report be received, it be updated to reflect actions agreed at this meeting and circulated to Members for information.

6. Current Grounds Maintenance Issues

No current issues were reported. The contractor is to begin work on hedge cutting and gravelling of graves identified by D Jordon.

7. Revocation of Tree Protection Orders

The Clerk updated members on the Revocation of Tree Protection Order, relating to 12 trees situated around the boundary of the cemetery (two of the trees are no longer present). The reason for the revocation of the order is the original order was not confirmed. NCC advised the trees are in fair condition and it was noted that the lime trees have epicormic growth up their main trunks. Some of

Signed: Diana M Carney Date: 16/04/2024
Chairman of Meeting

the trees have poor crown formation with multi-stems or double leaders which does not support good tree development. Regular monitoring of the trees is needed by the tree owner.

Resolved that:

- i. The report from NCC be received.
- ii. The Clerk to arrange a quote for the work required on the lime trees.

8. Cemetery Inspection

Northumberland County Council carried out the annual inspection on 16th January 2024.

- 66 memorials required inspection.
- 64 memorials passed.
- 2 memorials have been laid down and are now deemed safe.
- 1 memorial failed.
- 18 signs were replaced, 4 of which were in corner of 1 plot mangled by grasscutter so unusable.

Members discussed the regularity of Committee inspections of the cemetery. D Jordon who had requested this item was not present, the item would be discussed at the next meeting.

Resolved

- i. The report from NCC be received.
- ii. Clerk to contact family of failed memorial regarding repair.
- iii. Clerk to inform grounds maintenance contractor of damage to signs during grass cutting.
- iv. Clerk to add regularity of Committee inspections to the next meeting agenda.

9. Burial Administration Update

The update was received by the Committee.

Resolved that: the Clerk's report on burial administration matters be received.

10. Finance

Resolved that:

- i. The budget in appendix C be approved.
- ii. The receipts detailed in appendix D be noted and payments approved.
- iii. The bank reconciliation to July be received and approved.
- iv. The Maintenance Grant Member Contributions be approved.

The Committee passed a resolution excluding the press and public from the meeting in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 by reason of the confidential nature of the business to be transacted (sensitive information).

11. Cemetery Lodge

Discussion deferred to a future meeting in view of low number of members present.

11. Lodge Tenancy

Members reviewed the inventory of Cemetery Lodge.

Resolved that:

- i. Lodge inventory was approved.
- ii. Lodge inventory to be included in the tenancy agreement.

Signed:

Chairman of Meeting

Diana McCamey Date: *16/04/2024*

12. Cemetery Lodge and Chapels

Discussion deferred to a future meeting in view of low number of members present.

14. Urgent items and items for future agenda

No items raised.

15. Date of the next meeting of the Committee

Tuesday 16th April 2024.

The meeting closed at 7.45pm

Signed:

Chairman of Meeting

Date:

16/04/2024