

Draft Minutes of Hambleton Parish Council BURIAL AUTHORITY
Thursday 13th April 2023, 7.15pm at Hambleton Village Hall

BA 1/23 Present and Apologies

Councillors present: Cath Protheroe, Jeff Bramley, Jenny Bramley, Andrew Calvert, Mike Dunne, Maria Ferris, Ray Rossiter. Also in attendance: Juvina Janik (Clerk)

BA 2/23 Declarations of Interest

None declared.

BA 3/23 To approve and sign the minutes for Burial Authority meeting held Thursday 10 November 2022

The draft minutes had been circulated shortly after the November meeting and no amendments had been necessary. **Resolved:** The document was signed as a true record by the Chair.

BA 4/23 Maintenance:

- a) To receive updates

Paver levelled for headstone install, hedges cut by Ark.

- b) To confirm safety 'Waggle Test' has been conducted

Conducted by CP, RR and JJ on Monday 27th March. 3 stones may need attention; clerk to request Burns assess and quote for work to be done. Families to be contacted.

- c) Matters to report

Some pavers could do with levelling.

BA 5/23 Finance

- a) To approve and sign the bank reconciliation to 31 March 2023

The reconciliation was done up to Feb 28th as the bank statement had not been sent out. Cllr Ferris is able to print out the statements from online banking at any time and will be contacted in the future for this. **Resolved:** The statement and cashbook reconcile and the summary were approved and signed by the Chair.

Reconciliation				
	Cashbook balance to 31 OCTOBER	£	20,559.08	The statement reconciles with the Cashbook
	Bank Statement Balance 31 OCTOBER	£	20,464.08	
	ADD	£	95.00	RECEIPTS YET TO COME IN/CLEAR
	MINUS	£	-	PAYMENTS YET TO GO OUT
		£	20,559.08	Reconciled

			£ 840.00	Total Receipts
Payments:				
			£ -	NONE
			£ -	Total Payments
Reconciliation				
	Cashbook balance to 28 FEBRUARY 2023		£ 21,399.08	The statement reconciles with the Cashbook
	Bank Statement Balance 28 FEBRUARY 2023		£ 21,304.08	
		ADD	£ 95.00	RECEIPTS YET TO COME IN/CLEAR
		MINUS	£ -	PAYMENTS YET TO GO OUT
			£ 21,399.08	Reconciled

b) To receive Annual Finance Summary

A final update will be given at the PC meeting where AGAR accounting statements are declared, as the March Statement has not yet been received.

c) To approve payment to be made back to the PC account

It was proposed by Cllr Ferris and seconded by Cllr Bramley that a payment of £1794.84 be made from the BA account into the PC account to reimburse for expenses covered in the years:

- From 1 April 2020 to 31 March 2021 = £354.86
- From 1 April 2021 to 31 March 2022 = £608.60
- From 1 April 2022 to 31 March 2023 = £2113.83
- Minus 2023 cost of installing benches (£1312.45) because the PC received a grant to cover that cost
- Add £30 payment in to burial account that should have gone into PC account for newsletter advert

Total amount to be paid back to the PC account = 1794.84

Resolved: Cllr Ferris will set this payment up online to be approved.

BA 6/23 Meeting Close 7.30pm

Signed: _____ Date: _____