

DRAFT Minutes of Hambleton Parish Council BURIAL AUTHORITY
Thursday 10 APRIL 2025, 6.30pm at Hambleton Village Hall

BA 1/25 Present and Apologies

Councillors present: Maria Ferris (Chair), Jeff Bramley (VC), Tim Anger, Jenny Bramley, Andrew Calvert, Keith Ferris, Ray Rossiter. Also in attendance: Juvina Janik (clerk). Apologies were received and accepted from: Mike Dunne (arriving late, not absent)

BA 2/25 Declarations of Interest

None declared.

BA 3/25 To approve and sign the minutes for Burial Authority meeting held 14 November 2024

The draft minutes had been circulated shortly after the November meeting and no amendments had been necessary. AC proposed, MF seconded. **Resolved:** All in Favour. The document was signed as a true record by the Chair.

BA 4/25 Finance

- a) To approve and sign the bank reconciliation from 1 October to 31 December 2024
Resolved: The clerk had done one single reconciliation to the 31st March 2025, copy attached (signed copy in the accounts folder), as only one transaction had taken place from Oct to December. The cashbook and bank statements reconciled. Council approved and the Chair signed the summary.
- b) To approve the bank reconciliation 1 January 2025 to 31 March -2025
See a). The single reconciliation to the end of the year, attached, was signed off as correct.
- c) End of Year Summary 2024-25
This year there was a total of £4960.00 receipts into the account for Burial Authority business. There was a transfer out of £120 due to an incorrect deposit which should have been made to the PC account, but otherwise, no payments have been made.
- d) Approve payment to be reimbursed to Hambleton Parish Council account
The payments made by the PC on behalf of the Burial Authority for cemetery maintenance, for example grass cutting and water charges have been listed below, the total for the BA to pay back into the PC account is £3681.22. Proposed by AC and seconded by TA that this payment was appropriate. **Resolved:** All in Favour. **Action MF:** Transfer the funds to the PC account. Details below:

DRAFT MINUTES HAMBLETON PC BA 10/4/25

COSTS COVERED BY PC ACCOUNT ON BEHALF OF BA 1/4/24 TO 31/3/2025

DD 26.4.24	BUSINESS STREAM	CEMETERY WATER	£ 17.01		£ 17.01
ONLINE 113	NORTH YORKSHIRE COUNCIL	COMMERCIAL WASTE & RECYCLING (CEMETERY)	£ 356.80		£ 356.80
ONLINE 116	NORTH YORKSHIRE COUNCIL	BUSINESS RATES CEMETERY	£ 244.51		£ 244.51
ONLINE 140	MJ BACKHOUSE	ADDITIONAL VISIT 8/7/24	£ 74.64	£ 12.44	£ 62.20
DD 26.7.24	BUSINESS STREAM	CEMETERY WATER	£ 18.17		£ 18.17
D.D.	BUSINESS STREAM	CEMETERY	£ 17.63	£ -	£ 17.63
DD 22.1.25	BUSINESS STREAM	WATER CEMETERY	£ 18.35	£ -	£ 18.35

Sub-Total allocated in PC cashbook= £734.67

BREAKDOWN OF 'VILLAGE MAINTENANCE' COSTS ALSO ALLOCATED TO CEMETERY:

1/3 Amenities Officer costs = £930.67

½ Pest Control Bill = £373.21

1/3 Ark Facilities Ltd Landscaping Annual Invoice = £1642.67

Sub-Total: £2946.55

TOTAL OWED: £3681.22

BA 5/25 Maintenance Matters

- a) To consider larger bin and associated screening

Agreed to get the larger bin, and wait to see what the effect is before purchasing screening.

Action JJ: Inform NYC to have the larger bin delivered.

- b) Broken branches clearance

To ensure a tidy environment, it was agreed to ask Mr Jiggins to carry out an extra duty of clearing up the small branches/twigs that had fallen because of the recent stormy winds.

Action JJ: Inform Mr Jiggins.


BA 6/25 AOB

Waggle test conducted last March, not due yet.

Consideration of space to extend.

BA 7/25 Meeting Close 6.48pm

Signed: _____ Date: _____

		1 APRIL 2024 TO 31ST MARCH 2025		
1 OCTOBER 2024 - 31 MARCH 2025			£ 26,268.52	OPENING BALANCE 1/10/2024
Receipts:	No.	Date:	Amount:	Notes:
GRUNDY'S		25/10/2024	£ 95.00	
A SENIOR		05/02/2025	£ 95.00	
GRUNDY'S		20/02/2025	£ 95.00	
GRUNDY'S		27/02/2025	£ 1,240.00	
C GILL		05/03/2025	£ 330.00	
GRUNDY'S		13/03/2025	£ 550.00	
			£ 2,405.00	Total Receipts
Payments Out:				
			£ -	Total Payments
Reconciliation				
Cashbook balance to 31 MAR 2025			£ 28,673.52	The statement reconciles with the Cashbook
Bank Statement Balance 31 MAR 2025			£ 28,673.52	
		ADD	£ -	RECEIPTS YET TO COME IN/CLEAR
		MINUS	£ -	PAYMENTS YET TO GO OUT
			£ 28,673.52	Reconciled
SIGNED:				DATE: