

Meeting of Hambleton Parish Council
Burial Authority
Thursday 12 February 2026, 6.30pm
At Hambleton Village Hall



Chair: Councillor Maria Ferris
E: info@hambleton-pc.gov.uk

DRAFT MINUTES

It was a slightly delayed 6.40pm start

BA 17/25 Present and Apologies

Councillors in attendance: M Ferris (Chair), J Bramley (VC), T Anger, J M Bramley, A Calvert, M Dunne, K Ferris and R Rossiter Also in attendance: J Janik (Clerk)

BA 18/25 Declarations of Interest

None declared.

BA 19/25 To approve and sign the minutes for Burial Authority meeting held 9th October 2025

Proposed AC/Seconded MD the minutes were a true record. **Resolved:** Approved by council and signed by Chair.

BA 20/25 To confirm actions with regards to correspondence for plot reservation

Proposed AC/Seconded MD that fees to be confirmed correct. **Resolved:** Approved by council.

BA 21/25 To discuss use of Scribe for digital cemetery management

Proposed MF/RR the Scribe Cemetery Management package would be an investment for good governance, efficiency, accurate long-term record keeping and beneficial for business continuity.

Resolved: All in favour. **Action JJ** to confirm with Scribe, and add PC Accounts package onto next PC agenda.

BA 22/25 Maintenance Matters

- a) Updates on ongoing matters – no updates
- b) Matters to report – no matters raised

BA 23/25 Finance Summary

- a) To approve and sign the bank reconciliation from 1 October to 31 December 2025

The statement reconciles with the cashbook as per attached summary. Invoices have been sent out for the outstanding payments due to BA.

BA 24/25 AOB

None.

BA 25/25 Meeting Close 7.05pm