Merton and Sutton Joint Cemetery Board

Membership:
Merton Council
Stan Anderson
Rod Scott (Chair)
Margaret Brierly
Nick Draper
Geraldine Stanford

Sutton Council:
Dave Callaghan (Chair)
Malcolm Brown
Stephen Fenwick
Peter Geiringer
Roger Thistle

Roger Roberts (substitute member)

A meeting of the Board will be held on:
Date: Tuesday 2 October 2012
Time: 14:00
Venue: Cabinet meeting room 1st Floor, Merton Civic Centre
Merton and Sutton Joint Cemetery Board
2 October 2012

1. Declarations of interest

2. Apologies for absence

3. Minutes of the meeting held on 13 June 2012

   To resolve that the public are excluded from the meeting for the following item of business as it involves the likely disclosure of exempt information – information relating to the financial and business affairs of the Board.

4. Capital spending and cost – replacement of bearer beams and front entrance works
MERTON AND SUTTON JOINT CEMETERY BOARD
13 JUNE 2012
(19:15 TO 20:15)
PRESENT: Sutton
Councillors Malcolm Brown and Dave Callaghan
Merton
Councillors Stan Anderson, Margaret Brierly, Gam Gurung and Rod Scott
Howard Joy (Consultant Surveyor), Zoe Church (Treasurer),
Colin Millar (Clerk), Mark Waldron (Cemetery Supervisor),
Mark Humphries (Assistant Director Infrastructure and
Transactions – LBM), Richard Ladbrook (Project Manager –
LBM), Doug Napier (Leisure and Culture Greenspaces
Manager – LBM)

1 ELECTION OF CHAIR FOR 2012-13 (Agenda item 1)
RESOLVED: That Councillor Dave Callaghan be elected as Chair for 2012-13

2 DECLARATIONS OF INTEREST (Agenda item 2)
None were made

3 APOLOGIES FOR ABSENCE (Agenda item 3)
Councillors Geraldine Stanford (Merton) and Roger Thistle (Sutton)

4 ELECTION OF VICE-CHAIR FOR 2012-13 (Agenda item 4)
RESOLVED: That Councillor Geraldine Stanford be elected as vice-chair
(subject to acceptance)

5 MINUTES OF THE MEETING HELD ON 7 FEBRUARY 2012 (Agenda item 5)
Doug Napier updated the meeting on the staffing position. The reduction of a
supervisory post had been withdrawn. The 1 team concept was still being pursued
and would be reported to a future meeting.
RESOLVED: That the minutes of the meeting held on 7 February are agreed
as a correct record.

6 ANNUAL GOVERNANCE STATEMENT 2011-12 (Agenda item 6)
The membership numbers shown at paragraph 3.2 needed to be corrected. Each
constituent council has 5 seats on the board.
RESOLVED: That the Annual Governance Statement is agreed.

7 ABSTRACT OF ACCOUNTS 2011-12 (Agenda item 7)
RESOLVED: (1) That the Board re-appoint Mazars LLP as auditors of the
Board to hold office until the conclusion of the next general meeting at which
accounts are laid before the Board;

All minutes are draft until agreed at the next meeting of the committee/panel. To find out the date of the next meeting please check the calendar of events at your local library or online at www.merton.gov.uk/committee.
MERTON AND SUTTON JOINT CEMETERY BOARD
13 JUNE 2012

(2) That the Draft Accounts are approved;
(3) That the risk register is agreed; and
(4) That the annual audit return for 2011-12 is approved.

8 INTERMENT STATISTICS (Agenda item 8)
NOTED

9 FRONT ENTRANCE IMPROVEMENTS AND BEARER BEAMS INSTALLATION (Agenda item 9)
RESOLVED: (1) That the Board agrees to defer the start date of the front entrance improvements and bearer beams installation until the final costs of the cemetery extension have been confirmed and agreed.
(2) The Board agrees to retender for the project in July 2012.

EXCLUSION OF THE PUBLIC

That the public are excluded from the meeting for the following item of business on the grounds that it discloses information relating to the financial and business affairs of the board.

10 CAPITAL SPENDING AND COST (Agenda item 10)
Noted that a further paper would be brought to the Board at a future meeting.