

St MINVER CEMETERY COMMITTEE

AGENDA OF THE CEMETERY COMMITTEE MEETING TO BE HELD

ON 28 September 2026 @ 6-7pm in St MINVER COMMUNITY HUB

Minute	AGENDA ITEMS																																																												
	<u>Invited</u> – Cllr Ange Medland, Cllr Brian Gisbourne, Cllr Paul Hancock, Cllr Natalie Mably, Cllr Dave Meagor, Cllr Ronnie Whitehead, Clerk																																																												
015/2026	<u>Apologies for Absence</u>																																																												
016/2026	<u>Administrative Matters</u> a. Minutes of Meetings – <i>Cemetery Committee 18 May 2026</i> b. Cemetery Walls Survey and Risk Assessment. RW/DM Safety Team. checklist to be carried out on a quarterly basis. c. Link, Social Media and Posters. PCC advised of well-used noticeboards																																																												
017/2026	<u>Cemetery Maintenance / Appearance</u> – a Grounds Maintenance – A1 b Planting New Cemetery – Replacement Silver Birch to be purchased at a more appropriate time of year. c New Cemetery fence / cricket club - Monitor d Litter Bin purchased for St Minver Churchyard e Porthilly Litter bins -Monitor f St Michael's Porthilly stability testing – ongoing g Poppy Wreaths – It is expected that they are removed in October unless they are damaged.																																																												
018/2026	Financial Matters – Account Summary <table><tr><th></th><th>2026/27 budget</th><th>2026/27 to date</th><th>2026/27 to come</th></tr><tr><td>Opening Balance</td><td>17,915</td><td>17,915</td><td></td></tr><tr><td>Precept</td><td>15,400</td><td>12,320</td><td>3,080</td></tr><tr><td>Income Bray & Drew</td><td>2,500</td><td>690</td><td>1,810</td></tr><tr><td>Income from other</td><td>3,000</td><td></td><td>3,000 VAT refund</td></tr><tr><td>Drew Costs</td><td>6,500</td><td></td><td>Porthilly 6,500</td></tr><tr><td>Hewitt Costs</td><td>2,500</td><td>482</td><td>2,018</td></tr><tr><td>A1 Costs</td><td>12,000</td><td>6,000</td><td>6,000</td></tr><tr><td>Tree Costs</td><td>1,000</td><td></td><td>1,000</td></tr><tr><td>Clerk</td><td>1,400</td><td></td><td>1,400</td></tr><tr><td>Insurance</td><td>1,400</td><td></td><td>1,400</td></tr><tr><td>Bin emptying</td><td>750</td><td>207</td><td>543</td></tr><tr><td>Other Costs (bin)</td><td>1,500</td><td>512</td><td>988</td></tr><tr><td>Total</td><td>27,050</td><td>13,010 7,201</td><td>7,890 19,849</td></tr><tr><td>Balance Reconciliation at Bank</td><td>23,724</td><td>Calc 23,724</td><td>Diff -</td></tr></table> a. The table is correct as at 8 September b. VAT to claim from 25/26 £631 26/27 so far £1,094 c. Clerk hourly rate from NJC £20.46 at 66 hours per year comes to £1,350.36 d. Insurance questionnaire issued		2026/27 budget	2026/27 to date	2026/27 to come	Opening Balance	17,915	17,915		Precept	15,400	12,320	3,080	Income Bray & Drew	2,500	690	1,810	Income from other	3,000		3,000 VAT refund	Drew Costs	6,500		Porthilly 6,500	Hewitt Costs	2,500	482	2,018	A1 Costs	12,000	6,000	6,000	Tree Costs	1,000		1,000	Clerk	1,400		1,400	Insurance	1,400		1,400	Bin emptying	750	207	543	Other Costs (bin)	1,500	512	988	Total	27,050	13,010 7,201	7,890 19,849	Balance Reconciliation at Bank	23,724	Calc 23,724	Diff -
	2026/27 budget	2026/27 to date	2026/27 to come																																																										
Opening Balance	17,915	17,915																																																											
Precept	15,400	12,320	3,080																																																										
Income Bray & Drew	2,500	690	1,810																																																										
Income from other	3,000		3,000 VAT refund																																																										
Drew Costs	6,500		Porthilly 6,500																																																										
Hewitt Costs	2,500	482	2,018																																																										
A1 Costs	12,000	6,000	6,000																																																										
Tree Costs	1,000		1,000																																																										
Clerk	1,400		1,400																																																										
Insurance	1,400		1,400																																																										
Bin emptying	750	207	543																																																										
Other Costs (bin)	1,500	512	988																																																										
Total	27,050	13,010 7,201	7,890 19,849																																																										
Balance Reconciliation at Bank	23,724	Calc 23,724	Diff -																																																										
019/2026	Future Agenda Items																																																												
020/2026	Next Meeting Date																																																												
021/2026	Meeting Closed																																																												