



Cyngor Cymuned Ffordun gyda Thre'r-Llai a Threlystan
Forden with Leighton and Trelystan Community Council
Cefn Derw, Forden, Welshpool, Powys. SY21 8LZ

Clerc i'r Cyngor | Clerk to the Council: Lee Davies

NOTICE, SUMMONS & AGENDA – CEMETERY COMMITTEE

A ROMOTE MEETING OF THE CEMETERY COMMITTEE
will be held on Thursday 18th November 2021 7.00pm,

All members of the Cemetery Committee are summoned to attend this remote meeting via Microsoft Teams

To join online
Title: FLTCC Annual followed by Ordinary meeting
<https://clerkflt.shortcm.li/Wp1AH1>
Or call in (audio only)
01743 636549, United Kingdom, Shrewsbury
Phone Conference ID: 756 335 439#

In accordance with the Public Bodies (Admission to Meeting) Act 1960 Section 1, extended by Local Government Act 1972 Section 100, the meeting is open to the public to attend as observers except where excluded (during the whole or part of the proceedings) by resolution of the Community Council by reason of the confidential nature of the nature of the business to be transacted.

Lee Davies
Clerc i'r Cyngor | Clerk to the Council

12th November 2021

AGENDA

1. **Welcome, Attendance, Apologies for Absence:** to record attendance, to receive, and resolve if desired, to approve absence(s).
2. **Declarations of Members' Interests and Dispensations:** to receive declarations of interest from Members in accordance with Part III of the Local Government Act 2000, which established the Local Government Code of Conduct for Members, and to note Members' dispensations. Members are asked to submit any declaration forms to the Clerk (papers 2a & 2b available as required).
3. **Public Participation:** to receive members of the public who wish to address the council in respect of any item of business included in the agenda. Any member of the public wishing to speak must notify the Clerk no later than 15 minutes prior to the start of the meeting.
4. **Minutes of Previous Meeting**
 - 4.1. To approve & sign the minutes as a correct record of the remote Cemetery Meeting 15th July 2021 (paper 4.1).
 - 4.2. To report, for information purposes only, matters arising from the minutes of the remote Cemetery Meeting 15th July 2021, that are not in this agenda.
5. **Correspondence**
 - 5.1. To note, discuss and resolve, if necessary, any actions that arise from previously distributed correspondence if applicable.

6. Internments and Memorial

- 6.1. To note any interments and / or memorials installed since the last meeting and discuss any issues or improvements identified.

7. Cemetery grounds and maintenance

- 7.1. To report and resolve if desired any business in connection to the grounds and general maintenance of the cemetery.

8. SLCC Practitioners Conference

- 8.1. To review the guidance and advice given at the conference and discuss ways in which FLTCC can use this to improve the management of our cemetery. Video files 8a and 8b and their associated presentations given to members via USB memory stick on loan (to follow).

9. Review of Digital Forms of Data Collection and Storage

- 9.1. To review and resolve if necessary, options for digital management systems as described below:

- 9.1.1. **Chronical** – an example of work that Chronical have done can be found at:

<https://map.chronicle.rip/phillip-island-cemetery> . This is an Australian based company which is not ideal but as this is an online based service it should not be ruled out, particularly as they offer a very competitive price. (see quote in paper 9.1.1.) **£650 one off fee and £173 per year**

- 9.1.2. **Pear** – Pear are a well know mapping company in the UK and offer a very comprehensive package for the management of cemeteries. Examples of what they can offer can be found on a set of screen shots provided (paper 9.1.2a) and link

<https://www.peartechnology.co.uk/cemetery-services/> with a covering email for the quote (paper 9.1.2b) and quote (paper 9.1.2c) also attached. **£1,300 one off fee and £150 per year.**

- 9.1.3. **Plotbox** – Look to be one of the sector leaders in the UK however after an enquiry they replied with *“Based on the size of your cemetery, number of annual burials and cost, I don't believe our current solutions would give you a justifiable return on investment at this time.”*

- 9.1.4. **RBS Rialtas** – UK based and very knowledgeable about what is required for large and small cemetery owners. Offered to provide a remote demonstration if required, however a case study can be found at <https://www.rialtas.co.uk/news-insights/abingdon-on-thames-town-council-cemetery-and-memorial-management-user/> Quotation on attached Paper 9.1.4 - **£1,270 one off fee** (that may be reduced by £295 if Sales Ledger with invoicing is not required) **and £385 per year.**

10. Chairperson's & Members Announcements, Items for Future Agenda & Date of Next Meeting

- 10.1. Chairperson's announcements: to receive for information announcements from the Chairperson and Members.

- 10.2. Items for future agenda: to bring forward for information items for consideration for future agenda.

- 10.3. Date of next meeting for information: Thursday 17th March 2022 at 7:00pm.

End of agenda