



MINUTES

WHALLEY, WISWELL and BARROW JOINT BURIAL COMMITTEE
The Old Grammar School, Station Road, Whalley, BB7 9RH
Friday, 24 June 2022 at 10.00am

IN ATTENDANCE:

Cllrs Mr Martin Highton (Chairman, Whalley Parish Council), Mr Alan Scholfield (Vice-Chairman, Wiswell Parish Council) and Mrs Jean Brown (Former Chairman, Barrow Parish Council)

[REDACTED] was noted that details of the claim at the Employment Tribunal had not been received and that there was still no requirement to respond to the claim. It was resolved to collate evidence at this stage so that we would be fully prepared should a request for a response be received.

There was a review of the requirement to change the accounting structure for the J B C whereby the accounts would need to be apportioned between the three constituent parish councils in the 22/23 financial year. The division based on the current year would be, Whalley 66%, Barrow 27% and Wiswell 7%. It was resolved to appoint Alan Rogers as Internal Auditor for the years 21/22 and 22/23

It was further resolved to suspend the request for payment of a levy by the parish councils

The outstanding Registrar's work is being dealt with by Councillor Highton and Whalley P C Clerk, Liz Haworth. Good progress has been made, with the 21/22 accounts being ready for Internal Audit and then submission to the External Auditor. 22/23 accounts are up to date. Preparation of burial grants and updating of burial records is in progress.

Accounts fo payment

Abbey Gardening	£450
David Uttley	£400
W E F	£20
L D salary	£517.75
HMRC tax	£129.20
L D expenses Mar - Jun	£355.04

Information has been received about suitable software for implementing a full computerisation of cemetery records. Although the cost would be significant there would be a saving in removing the significant duplication of entries required with the manual system of ledgers and spreadsheets. Councillor Highton to investigate further. It was also resolved that we should start invoicing clients whether we approve a new computerised system or not.

It was also agreed that we should find out if David Sleight was ever formally notified of the [REDACTED]

Signed

Martin Highton, Chairman Whalley Parish Council

Signed

Alan Scholfield, Vice-Chairman Wiswell Parish Council

Signed

Jean Brown, Former Chairman Barrow Parish Council