

Local Government Act 1972  
**Whalley Parish Council**

Members of the Whalley, Wiswell & Barrow Joint Burial Committee, you are summoned to a Meeting to be held on Tuesday 20<sup>th</sup> June 2023 in the Lower Garden Room, Whalley Old Grammar School at 7.00pm

Signed: *EKHaworth*

Liz Haworth - Clerk & Responsible Finance Officer, Whalley Parish Council

### Minutes

Agenda items should be submitted to the Clerk seven clear days before the meeting. The Clerk will forward Councillors, all relevant information and supporting documents, 3 clear days before the meeting.

<b>1.</b>	<b>To Elect a Chairman</b>	
	Members of the committee nominated Cllr Martin Highton for Chairman of the Joint Burial Committee. The nomination was unanimously agreed.	01/23
<b>2.</b>	<b>To Elect a Vice Chairman</b>	
	Members of the committee nominated Cllr Richard Vickers for Vice-Chairman of the Joint Burial Committee. The nomination was unanimously agreed.	02/23
<b>3.</b>	<b>Attendance &amp; Apologies</b>	
	Present: Cllr Caroline Allen, Cllr Judith Carlton, Cllr Martin Highton, Cllr Alan Scholfield, Cllr John Threlfall, Cllr Richard Vickers. Apologies: Cllr Judith Pursglove, Cllr Karen Heyworth. Present: Liz Haworth Clerk & RFO.	03/23
<b>4.</b>	<b>Declaration of Interests</b>	
	There were no declarations of disclosable pecuniary, other registrable and non registrable interests in items for discussion on the agenda.	04/23
<b>5.</b>	<b>Public Bodies (Admission To Meetings) Act 1960</b>	
	It was resolved that the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of Agenda Item 6 and 7 below, as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.	05/23
<b>6.</b>	<b>HR Partner Limited</b>	
	It was resolved to instruct HR Partners Ltd in dealing with matters of WWBJBC employment business.	06/23

<b>7.</b>	<b>Staffing Issues</b>	
	An update was given to the members of the new joint burial committee around current staffing and employment issues. Discussions were had to explain the burial ground operations on a day-to-day basis, administration and financial structures, roles and responsibilities, staff reporting, and the committee's overall management responsibilities.	07/23
<b>8.</b>	<b>Whalley Wiswell &amp; Barrow JBC Vacancy</b>	
	The JBC has one vacancy to fill. WWBJBC have requested that Barrow Parish Council add this to their next agenda to fill the position.	08/23
<b>9.</b>	<b>Financial Reports April, May, June</b>	
	It was resolved to authorise Accounts, Payments, Receipts & Balances.	09/23
<b>10.</b>	<b>Next Meeting Dates</b>	
	Next meeting date TBC.	10/23

Meeting closed at 8.30pm.

Signed by Chairman:

Councillor Martin Highton      Date: