WEST HOE CEMETERY MANAGEMENT COMMITTEE
The Jubilee Hall, Little Shore Lane, Bishop's Waltham. SO32 1ED

Minutes of the Meeting of the Committee
Held in the Swanmore Parish Council Office, Hollythorns House,
New Road, Swanmore, SO32 2NW
on Wednesday 13th December 2023 at 6.00pm.

Present:

Committee Members:	Cllr Mrs P Clive	Chairman
	Cllr Mr A Webb	Vice Chairman
	Cllr Mr K Ford	
	Cllr Mrs J Marsh	
	Cllr Mr A Rankine	
	Cllr Mr J Woodman	
Also in attendance:	Mrs L Edge	Clerk
	Mr P Wall	Groundsman
	Mr P Hutchings	Steels BW
Members of the public:	None.	

WH064/23 **To receive and accept apologies for non-attendance.**
All members were present.

WH065/23 **To receive any Declarations of Disclosable Pecuniary and Non-Pecuniary Interest relating to items on the agenda.**
None relating to the business of the meeting.

WH066/23 **To receive any personal, pecuniary and non-pecuniary interests relating to items on the agenda.**
None relating to the business of the meeting.

WH067/23 **Public Session (for information only).**
No members of the public were present.

WH068/23 **Date of next meeting.**
Thursday 25th January 2024, 6:00pm at Steels Funeral Directors, Bishop's Waltham.
Cllr Webb requested an agenda item to discuss drainage issues at the lych gate.
Action: Clerk
Memorial application form to be updated to include approved sizes of memorials.
Action: Clerk

WH069/23 **Motion for confidential business:**
The Chairman then moved: That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the public and press be temporarily excluded, and they are instructed to withdraw in accordance with the provisions of the Public Bodies (Admissions to Meetings) Act 1960.

WH070/23 **Clerk's Report for consideration.**
The Chairman presented the report and outlined the current situation.
After a long discussion that covered legal advice received by the Committee, correspondence from the parties involved, comments from the Committee employees, funeral director comments and possible legal action the Committee resolved:
To send an email to all parties outlining the legal position (JW to draft for consideration and approval by Committee members), to contact the officer at Winchester City Council for advice and to contact the Clerks at two other Parish Councils for their comment.
Proposed: Cllr Mrs Clive
Seconded: Cllr Mrs Marsh
All in favour. **Action: JW/Clerk**

There being no further business the meeting closed at 6:40pm.