

Clerk to the Council

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PORLOCK



Parish Council

Parish Room

Old School Centre

West End

PORLOCK

Somerset TA24 8NP

Signed:

Date:

Minutes of the Porlock Parish Council Extraordinary Meeting

Parish Room, Wednesday 4 October 2023, 5.30pm

Copies of minutes and non-confidential reports are available on request.

Councillors Present:

Cllr L Bloys, Cllr S Colson, Cllr D McCanlis (Chair), Cllr D Thornton, Cllr L Thornton

Also present: Annie Dallaway (Parish Clerk/RFO)

- 1) **Apologies for absence were received by the Council.**
Apologies received from Cllr S McCanlis.
- 2) **Declarations of Interest and Disclosable Pecuniary Interest Dispensations.**
There were none declared.
- 3) **To agree any items to be dealt with after the public, including the press, have been excluded.**
There were none noted at this point in the meeting.
- 4) **Public Participation** – there were no members of the public in attendance.
- 5) **Cemetery – to note the Confidential Report previously circulated and the recommendations therein:**
The Parish Council has had to reassign a plot for a family as a result of someone being interred in the wrong plot in 2021. This has resulted in the need for an additional memorial headstone.
 - a) **To consider payment for a memorial headstone for a reassigned plot £1225 + VAT**
In recognition of the distress this situation has caused the family, the Parish Council RESOLVED to meet the costs of the supply and installation of the new memorial headstone.
PROPOSER: Cllr L Thornton; SECONDER: Cllr L Bloys. ALL IN FAVOUR
 - b) **To consider the associated fees for the interment**
Council RESOLVED to waive all remaining fees associated with the interment.
PROPOSER: Cllr D Thornton; SECONDER: Cllr S Colson. ALL IN FAVOUR

The Clerk reported that all cemetery record keeping procedures were currently under review and that the Council would be prioritising the implementation of a robust system of cemetery administration going forward.

The meeting closed at 6.15pm