

**Houghton Regis Town Council  
New Cemetery Sub-Committee  
Minutes of the meeting held on  
12<sup>th</sup> June 2023 at 5.30pm**

Present: Cllrs: J Carroll  
Y Farrell  
T McMahon  
C Rollins  
C Slough

Officers: Clare Evans Town Clerk  
Louise Senior Head of Democratic Services

Apologies: Cllr: A Slough

Also present: Cllrs: P Burgess  
M Herber  
D Jones

**NC154 ELECTION OF CHAIR**

Members were invited to elect a Chair for New Cemetery Sub-Committee for 2023/24.

Nominated	Cllr Carroll	Proposed by:	Cllr McMahon
		Seconded by:	Cllr Carroll

Nominated	Cllr A Slough	Proposed by:	Cllr Farrell
		Seconded by:	Cllr C Slough

Members requested a recorded vote:

Members in favour of Cllr Carroll: Cllr McMahon and Cllr Carroll.

Members in favour of Cllr A Slough: Cllr C Slough, Cllr Farrell and Cllr Rollins.

Accordingly, Cllr A Slough was elected as the Chair of the Proposed New Cemetery Sub-Committee.

**NC155 ELECTION OF VICE CHAIR**

Members were invited to elect a Vice-Chair for New Cemetery Sub-Committee for 2023/24.

Nominated	Cllr Carroll	Proposed by:	Cllr McMahon
		Seconded by:	Cllr Carroll

Nominated	Cllr Farrell	Proposed by:	Cllr Slough
		Seconded by:	Cllr Rollins

Members requested a recorded vote:

Members in favour of Cllr Carroll: Cllr McMahon and Cllr Carroll.

Members in favour of Cllr Farrell: Cllr C Slough, Cllr Farrell and Cllr Rollins.

Accordingly, Cllr Farrell was elected as the Vice-Chair of the Proposed New Cemetery Sub-Committee.

#### **NC156 APOLOGIES & SUBSTITUTIONS**

Apologies were received from Cllr A Slough (Cllr C Slough substituted).

#### **NC157 QUESTIONS FROM THE PUBLIC**

None.

#### **NC158 SPECIFIC DECLARATIONS OF INTEREST & REQUESTS FOR DISPENSATIONS**

None.

#### **NC159 MINUTES**

To approve the Minutes of the meeting held on 15<sup>th</sup> August 2022.

**Resolved: To approve the minutes of the meeting held on 15<sup>th</sup> August 2022.**

#### **NC160 COMMITTEE FUNCTIONS & TERMS OF REFERENCE**

In accordance with Standing Order 4.j.iv. Council was required to review its delegation arrangements to committees and sub-committees.

These arrangements were set out in the Committee Functions & Terms of Reference. This document set out the system of delegation to the Committees, Sub Committees and Working Groups of the Council.

Members received the extract from the approved Committee Functions & Terms of Reference which related to this committee.

*Members received, and noted, this report.*

#### **NC161 PROPOSED NEW CEMETERY SUB COMMITTEE FINANCIAL REPORT 2023/24**

Members were advised that this Sub-Committee had no direct revenue budget available to utilise. Any agreed spend was drawn from Ear Marked Reserve 348, Cemetery (EMR 348). As of 1<sup>st</sup> April 2023 this EMR had a balance of £77,491. This EMR was also used to fund the purchase of new ashes vaults in the Garden of Remembrance at the existing Houghton Regis Cemetery.

*Members received this report for information.*

## **NC162 MOTION FOR CONSIDERATION**

In accordance with approved Standing Orders the following motion had been submitted. A report was attached giving consideration to this motion.

*From Cllrs; Jimmy Carroll proposer of the motion and Tracey McMahon seconder of the motion.*

*Motion.*

*To instruct the Clerk and Chair of the Proposed New Cemetery Sub Committee of Houghton Regis Town Council to:*

- 1. To open negotiations with Central Bedfordshire Council regarding land owned by Central Bedfordshire Council at Grendall Lane Houghton Regis for its suitability as a future Cemetery for the town of Houghton Regis.*
- 2. To proceed and complete the T3 investigations at the Grendall Lane site subject to Central Bedfordshire Council as land owner. To fund the investigations of the Grendall Lane from EMR 348 and general reserves up to £20,000.*
- 3. To contact CDS cemetery consultants to inform them of the change of motion by the Proposed New Cemetery Sub Committee as to Grendall Lane and to continue with the investigations into the Grendall Lane possible cemetery site.*

Members highlights that the initial investigation had not reached completion, and felt that without complete data, an informed decision could not be reached.

**Resolved: To agree the Motion as proposed.**

## **NC163 PREVIOUS SITE OPTIONS**

Depending on the outcome of the debate under Agenda Item 9, members were invited to consider previous options including:

- Windsor Drive
- Land off Woodside Link / Frogmore Road

Members received the previously prepared Agenda report (meeting date 16<sup>th</sup> November 2020) plus the CDS Summary of Key Issues.

Both these sites were within the ownership of CBC. It was not known at present whether they were still available for consideration.

Please note that the costs indicated in the agenda report and attachment are from 2020.

Members highlighted that both of the suggested alternative sites had been listed in the

Neighbourhood Plan that had been agreed at Town Council.

**The Chairman closed the meeting at 6.04pm**

**Dated this                      day of**

**Chairman**

A handwritten signature in black ink, appearing to be 'ASD', written below the title 'Chairman'.