



**CYD-BWYLLGOR MYNWENT ABERGELE
ABERGELE JOINT BURIAL COMMITTEE**

**MRS D A MACRAE, ROOM 5, ABERGELE TOWN HALL,
LLANDDULAS ROAD, ABERGELE. LL22 7BT**

24th February 2021

MINUTES of meeting held virtually on the 19th February 2021

13/21 Welcome: The Chair opened the meeting and thanked all for attending.

14/21 Attendance Register: Cllr Bernice McLoughlin, Cllr. Brian Roberts, Cllr Nigel Smith, Cllr Richard Waters, Cllr George Frost.

15/21 Apologies for Absence: Mrs J A Roberts, Cllr A Macauley

16/21 Minutes of AGM. The Chair pointed out that as this meeting was discuss the way forward as recommended by the Wales Auditor and to discuss and prepare new Terms of Reference for the AJBC in order that they can be presented to the two Town Councils for discussion and approval.

We are still awaiting copy of the Auditor Report and have been told that it is imminent. The Clerk had already received a 'Confidential' copy in January and had replied and discussed reasons for the comments with the Wales Auditor.

The Minutes of the AGM will be discussed at the next ordinary meeting of the AJBC and the Chair asked the Clerk to re-look at the minutes as there seemed to be missing words/sentences in the Minutes and it looked as if the errors hadn't been saved. The Clerk agreed to relook and send out with the Agenda for the next ordinary meeting.

17/21 Matters Arising: There were no matters arising due to this meeting being extraordinary to discuss the way forward and new Terms of Reference.

18/21 Payments: The Clerk reported that there were no payments to be authorised at this time.

19/21 Correspondence: No correspondence was received.

20/21 Terms of Reference: The Clerk had been in discussion with One Voice Wales regarding guidance and way forward and they had supplied the two copies of Terms of Reference for Joint Committees which had been distributed to members of the AJBC prior to this meeting. It was agreed that one new set of Terms could be done out of the information provided which would satisfy the Wales Auditor.

A draft copy as attached was discussed and Cllr Roberts requested that the final draft be given to members of the AJBC, following discussion with the Clerks & Chair, prior to these being discussed at Council. It was felt that this was a good idea as members could enlighten members of the Town Councils as to reasons why new Terms & Conditions were necessary and why certain items were included. Members discussed they felt that members of the Town Councils did not fully understand the role of the Clerk and the work of the AJBC and hopefully this could be rectified as the AJBC moves forward.

Cllr Frost proposed and this was seconded by Cllr Roberts that now the Draft Terms had been agreed. Could the Chair & Clerk put the points in a reasonable final draft format which could be distributed as previously proposed.

The Chair thanked all for attending, but not before thanking the Clerk who had been outstanding through a very difficult situation and is not often acknowledged by outsiders for the compassionate work that she does dealing with the bereaved families, sorting out the various issues re legislation, catering for cultural needs with diplomacy and tact, and not forgetting the overseeing of the DIY element of burials which is very time consuming and ensuring all paperwork is in order. All members agreed and thanked the Clerk.

The meeting closed at 3.20pm.

The Chair & Clerk stayed on line to go over the new Terms & Conditions to ensure that all points were included prior to arranging to meet with the Town Clerks to discuss same.

Discussion ended 3.50pm