



## PEASEDOWN ST JOHN PARISH COUNCIL

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20<sup>th</sup> July 2016

### To Councillors:

Jo Davis; Stephen Goodwin; Simon Kidd; Andrew Larcombe; Lesley Mansell; Kathy Thomas; David Walker; Karen Walker

You are hereby summoned to attend a meeting of the Burial Sub-Committee of Peasedown St John Parish Council at the Beacon Hall on **Tuesday 26<sup>th</sup> July 2016 at 7.00pm** for the purpose of transacting the business detailed below.

Tanya West  
Parish Clerk

## AGENDA

### Meeting of the Burial Sub-Committee

7.00pm

**Public Session** - 10 minutes at which **members of the public can attend to express their view on matters relevant to this agenda or the parish in general**. Please be aware that if matters are raised not related to this agenda they cannot be further discussed by the Council at this meeting but may be considered at a later meeting. Once the meeting has been opened, then only members of the Council may speak, unless officially adjourned for specific reason. Members of the public are welcome to stay and observe the rest of the meeting (apart from those items which state they will be discussed in closed session).

**\*\*PLEASE ENSURE THAT MOBILE TELEPHONES ARE SET TO 'SILENT' MODE IN THE COUNCIL CHAMBER\*\***

**Please be aware that Parish Council meetings may be recorded, subject to the Openness of Local Government Bodies Regulations 2014. We kindly ask that anybody intending to record the meeting please inform the Chair or Clerk beforehand in order that any necessary arrangements can be made.**

### **BSC001 – 26/07/2016 Election of Chair**

To receive nominations for and to elect a Chair of the Burial Sub-Committee.

### **BSC002 – 26/07/2016 Apologies for Absence**

To receive and approve, if necessary, any apologies for absence.

### **BSC003 – 26/07/2016 Declarations of Interest**

To receive any declarations of Members' Interests in any item on the agenda, which have not already been disclosed to the Monitoring Officer.

**Members are reminded of their obligation to declare any interests they may have in any issues arising at the meeting which might conflict with the business of the council and how these interests impact on their involvement with discussions and voting.**

**BSC004 – 26/07/2016 Minutes**

- i. To consider and approve the minutes of the Burial Sub-Committee meeting held on 23<sup>rd</sup> September 2014 (pre-reading appendix Ai).
- ii. To consider and approve the minutes of the Burial Sub-Committee meeting held on 3<sup>rd</sup> May 2016 (pre-reading appendix Aii).
- iii. To review updated copy of the actions register (pre-reading appendix B).

**BSC005 – 26/07/2016 Items for Urgent Report**

Items which, in the opinion of the Chair, should be reported on as a matter of urgency.

**BSC006 – 26/07/2016 Update & Decision – Interments and Memorials**

- i. To receive, for information, a list of interments and memorials undertaken at Ashgrove Cemetery since the meeting on 3<sup>rd</sup> May 2016.
- ii. To consider requests for new memorials.

**BSC007 – 26/07/2016 Update & Decision – Garden of Remembrance**

To receive update on the Garden of Remembrance and to consider progress on the schedule of works. To also consider the next phase of works to include allocation of the donation towards plants/trees/shrubs and the next potential area for cremated remains interments (pre-reading appendix C).

**BSC008 – 26/07/2016 Update & Decision – Cemetery Maintenance & Improvements**

To receive update on any previously agreed maintenance works/improvements from previous meetings. Also, to consider any suggestions or quotations for other future works/improvements to the site. This item will include tree/hedge works, boundary wall, screening of lower car park area (pre-reading appendix D).

**BSC009 – 26/07/2016 Update & Decision – Fees and Policy**

In line with the Financial Regulation 9.3 to review the fees/charges for Ashgrove Cemetery. To also review the Policy for Interments and Memorials at Ashgrove Cemetery (pre-reading appendix E).

**BSC010 – 26/07/2016 Date and Time of Next Meeting & Future Agenda Items**

The date of the next Burial Sub-Committee meeting is to be determined.