

To Members of the Committee:**You are summoned to a Meeting of the Burials Committee**

to be held on **Monday 24th October 2022** at **6.30pm** (please note the earlier time than previously advertised), in the Cromwell Suite, Northborough Village Hall, PE6 9DP



Catherine Franks, Clerk

Committee Members:

Resident Margaret Sleet (Chair)
Councillor John Dadge
Councillor Malcolm Spinks
Councillor Brian Spriggs
Resident Steve Parker-Brown

Members of the public and media are welcome to attend

AGENDA

Attendance and apologies for absence.

Public forum: members of the public may comment on any further item on the agenda.

- BC22.21 To confirm Minutes of the previous meeting, held on 27th June 2022
- BC22.22 To consider any application received for membership of the Committee.
- BC22.23 Declarations of interest: To receive declarations of interest in items on the agenda
- BC22.24 Clerk's report on recent burials activity.
- BC22.25 Green Burials Area:
 - a. To approve revised Relatives' Guide to Northborough Cemetery.
 - b. To approve a proposed layout of plots.
 - c. To note progress on landscaping works.
 - d. To review the recommendation for expenditure on this area (Minute BC22.19) and provide clarification to council (Minute 22.110.2).
- BC22.26 Outstanding works, to receive updates on progress:
 - a. Transfer of administrative records to electronic format;
 - b. Update of burial registers;
 - c. Marking of additional ashes plots.
- BC22.27 To consider a proposal to seek quotes for refurbishment of the cemetery gates.
- BC22.28 To note contract for churchyard and cemetery maintenance awarded for a further five years to Richard Harding & Son Landscaping.
- BC22.29 To identify any additional maintenance or administration requirements.

BC22.30 Finance:

- a. To note financial position against budget for burial grounds to end of September 2022.
- b. To agree any recommendations for expenditure to be taken to full Council.
- c. To instruct the Clerk on burial grounds items to be included in the council's budget for 2023/24.

BC22.31 Date of next meeting, Monday 27th February 2023.