

To Members of the Committee:

You are **summoned to a Meeting of the Burials Committee** to be held on **Monday 26th June 2023** at **6.30pm** in the Cromwell Suite, Northborough Village Hall, PE6 9DP.



Elinor Beesley, Clerk

Committee Members: **Resident Margaret Sleet (Chair)**
Councillor John Dadge
Councillor Malcolm Spinks
Councillor Steve Parker-Brown
Resident Jane Knott

Members of the public and media are welcome to attend.

AGENDA

ATTENDANCE

PUBLIC FORUM

Members of the public may comment on any further item on the agenda.

BC23.10 APOLOGIES FOR ABSENCE

BC23.11 TO CONFIRM MINUTES OF THE PREVIOUS MEETING, held on 27th February 2023.

BC23.12 TO CONSIDER APPLICATIONS received for membership of the Committee.

BC23.13 DECLARATIONS OF INTEREST: To receive declarations of interest in items on the agenda.

BC23.14 CLERK'S REPORT:

- a) On recent burials activity.
- b) On electronic transfer of burial documents to Scribe.

BC23.15 REPORTS FROM CHAIR AND COMMITTEE MEMBERS.

BC23.16 SCATTERING OF ASHES:

- a) To consider fees for the scattering of ashes in the Cemetery.
- b) To consider the rules for scattering ashes in the Cemetery and notices required.

BC23.17 INSPECTION OF MEMORIALS: To discuss the Ministry of Justice's Memorial Safety Guidance and how the Committee and NPC implement it.

BC23.18 MAINTENANCE WORKS:

- a) To note the plaque commemorating Elizabeth II's Jubilee has been delivered and is due to be installed in the wall once the position is confirmed.
- b) To note the plaque commemorating the life of Elizabeth II has been ordered.
- c) To decide on the positions of the commemorative plaques (BC23.06.a and BC23.06.b) on the cemetery wall.
- d) To consider the purchase of a plaque to commemorate King Charles III's Coronation.
- e) To note installation of the new Cemetery gates is due to be completed on Monday 26th June 2023.

- f) To note NPC has accepted a quote for two oak pergolas for the Cemetery.

BC23.19 TO IDENTIFY ANY ADDITIONAL MAINTENANCE OR ADMINISTRATION REQUIREMENTS.

BC23.20 FINANCE:

- a) To note the financial position against budget for burial grounds to end of May 2023.
- b) To review planned projects and expenditure for the burial grounds.
- c) To agree any recommendations for expenditure to be taken to full Council.

BC23.21 NEXT MEETING: To consider the date of the next and future meetings.

Abbreviations used in this Agenda:

NPC – Northborough Parish Council