

BOX PARISH COUNCIL

Mrs.M.S.CAREY
Clerk to the Council

Office open to public
Monday & Thursday
9.30 – 12.30
or by appointment

COUNCIL OFFICE
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27th June 2022

Dear Councillor

You are summoned to a meeting of the **Cemetery Management Committee** to be held at **the Council Chambers** on **Monday 4th July 2022** commencing at **7.00** p.m. to consider the following Agenda.

Please give apologies to the Committee Chairman or Clerk prior to the meeting.
Yours sincerely

M.S. Carey
Margaret Carey
Clerk

A G E N D A

1. To receive any apologies for absence
2. Public Question Time
3. Declaration of interest relating to items on the Agenda
4. Election of vice-chairman
5. Review of Terms of Reference for the Committee
6. To receive the Minutes of the Meeting held on 9th May 2022
7. Review of all issues raised and actions matters arising from the Minutes
Including
 - Survey and leasing of field behind Chapel – update
 - Tree Survey – to discuss the quotations received
 - Replacement windows in the Lodge - update
 - Gates – update on broken railings and stays for the gates - update
 - Pots by the Chapel – update
 - Climate Strategy Action Plan – update on SMART objectives
 - Safety of headstone – update on check of the headstones
 - Update on issues raised at the last meeting including improvements to the Secret Garden
8. To receive any correspondence
 - Applications for memorials
9. Report of any Health and Safety issues
10. Any items of report or future agenda items
11. Date of next meeting – 5th September 2022