

BOX PARISH COUNCIL

Mrs.M.S.CAREY
Clerk to the Council

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

25th June 2024

Dear Councillor

You are summoned to a meeting of the **Cemetery Management Committee** to be held at the **Council Chambers** on **Monday 1st July 2024** 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. Election of Vice Chair of Committee
4. To agree the Terms of Reference for the Committee and the policies allocated to the Committee
5. Declaration of interest relating to items on the Agenda
6. To receive the Minutes of the Meeting held on 8th May 2024
7. Review of all issues raised and actions matters arising from the Minutes
Including
 - Online Cemetery History – update
 - Front boundary wall to Cemetery – update re quotations for work
 - Cemetery biodiversity – visits by the Schools – update
 - Ecological Survey of the Veteran Corridor - update
 - Painting of front gate and gutters and downpipes on Chapel – update re quotes for work
 - Garden of Remembrance – update on current situation
 - Repair to Esso Pipeline on edge of Cemetery - update
8. Cemetery Maintenance:
 - Issues raised from the walk round held on 28th June
 - Update on Biodiversity Programme and mowing programme for the coming year
9. Items for discussion:
 - Cabinet for Book of Remembrance - update and discuss relocation of the cabinet
 - Possible uses of the Chapel – enhancing existing displays with history, environmental work, footpaths within and outside Cemetery
 - Letting of Field – adding three sheep as companions for horse. Discuss if this is permissible
 - Cleaning of Hobbs Memorial. Assistant Groundsman to be reminded to time this from getting equipment to returning equipment.
 - Working Group – next steps re use of Cemetery Grounds.
10. Review of Forward Plan/Risk Assessment/Asset Management
 - Checking of headstones - update
11. To receive any correspondence
 - Letter requesting the purchase of a grave space behind an existing relative
12. Monitoring of budget
13. Any items of report or future agenda items
12. Date of next meeting – 2nd September 2024

Walk round in Cemetery - 2.00 pm Friday 28th June

COUNCIL OFFICE
THE PARADE
BOX
CORSHAM
WILTS SN13 8NX

Telephone: 01225 742356
Fax: 01225 744049