

BOX PARISH COUNCIL

BOX PARISH COUNCIL

Steve Vickery
Clerk to the Council

Office open to public

Monday – Friday
9.30 – 2pm
or by appointment

E-mail: mailbox@boxparish.org.uk

Website address: www.boxparishcouncil.gov.uk

COUNCIL OFFICE
THE PARADE
BOX
CORSHAM
WILTS SN13 8NX

Telephone: 01225 742356
Fax: 01225 744049

Dear Councillor

19th August 2025

You are summoned to a meeting of the **Cemetery Management Committee** to be held at **the Council Chambers** on **Monday 1st September 2025** commencing at **7.30** p.m. to consider the following Agenda. Please give apologies to the Committee Chairman or Clerk prior to the meeting.

Yours sincerely

Steve Vickery

Steve Vickery

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. To receive the Minutes of the Meeting held on 7th July 2025 and to review of all issues raised and actions matters arising from the Minutes
Including
 - a. Feedback on the Community Payback Team and future works
 - b. Update on work to the Yew trees – revised quote
 - c. Location of Book of Remembrance – update
 - d. Repairs to parking space by Lodge – update.
 - e. Sceptic tank – completed.
 - f. Content for Interpretation Board.
6. Cemetery Maintenance:
 - a. Issues raised from the walk round.
 - b. Annual Inspection of headstones - quotation from James Long for H&S annual assessment of graves.
7. Items for discussion:
 - a. Review Cemetery costs 26/27.
 - b. 2nd stock fence and hedge-row project – update.
 - c. Report on service of Septic tank.
 - d. Update from Working Group.
 - e. Start to consider 26/27 budget items (paving, repairs to graves, new fence).
8. Review of Forward Plan/Risk Assessment/Asset Management – moving to Open Spaces and Buildings Forward Plans.
9. To receive any correspondence
10. Any items of report or future agenda items
11. Date of next meeting – 3 Nov 25 (tbc)