

BOX PARISH COUNCIL

Mrs.M.S.CAREY
Clerk to the Council

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

30th June 2025

Dear Councillor

You are summoned to a meeting of the **Cemetery Management Committee** to be held at **the Council Chambers** on **Monday 7th July 2025** 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

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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 Chair of Committee for 2025/26
5. To receive the Minutes of the Meeting held on 3rd March 2025 and to review of all issues raised and actions matters arising from the Minutes
Including
 - Feedback on the Community Payback Team and future works
 - Update on work to the trees – large conifer in Garden of Remembrance and haloing of Veteran Yews
 - Work to Lodge door – update
 - Repairs to Book of Remembrance – update
 - Repairs to parking space by Lodge – update
 - Annual Inspection of headstones
 - Map of Cemetery – update from Cllr Parker
 - Content for Interpretation Board
6. Cemetery Maintenance:
 - Issues raised from the walk round
7. Items for discussion:
 - Quotation from P. Emerson re the trefoils on the Chapel
 - Quotation from James Long for repairs to headstone KD14
 - Verbal abuse against Cemetery Contractors
 - Report on service of Septic tank
 - Update from Working Group
8. Review of Forward Plan/Risk Assessment/Asset Management
9. To receive any correspondence
10. Any items of report or future agenda items
11. Date of next meeting – 1st September 2025