

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 February

Dear Councillor

You are summoned to a meeting of the **Cemetery Management Committee** to be held at the **Council Chambers** on **Monday 3rd March 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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AGENDA

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 6th January 2024
5. 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 – report from Daniel Part and report from Cllr Tye attached
 - Front boundary wall – update on work
6. Cemetery Maintenance:
 - Issues raised from the walk round
7. Items for discussion:
 - Renewal of Contract for Maintenance of Cemetery from April 2025
 - Annual Inspection of headstone – addition to Rules for the Cemetery
 - Hobbs Memorial – back payments to Box Parish Council for cleaning of the family memorial. Hobbs Bequest - Copy of Will of Lilian Hobbs attached
 - Book of Remembrance – appointment re repairs/online bookings update
 - War Graves – Cleaning is required – update
 - Garden of Remembrance – Conifer trees/appearance of new memorial
 - Unauthorised raising crown of Holly tree near the Clench headstone
 - Secret Garden work – feedback/pictures
 - Chapel Meadow – Extend number of compost pods, site bug hotel
8. Other issue
9. Review of Forward Plan/Risk Assessment/Asset Management
 - Checking of headstones - update
10. To receive any correspondence – letter received re purchase of double interment plot
11. Any items of report or future agenda items
12. Date of next meeting – tba