

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
THE PARADE
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27th February 2023

Dear Councillor

You are summoned to a meeting of the **Cemetery Management Committee** to be held at **the Council Chambers** on **Monday 6th March 2023** 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. To receive the Minutes of the Meeting held on 9th January 2023
5. Review of all issues raised and actions matters arising from the Minutes
Including
 - Replacement windows in the Lodge - update
 - Gates – update on broken railings and stays for the gates – update
 - Survey of top field
6. Review of Risk Assessment (attached)
7. Discussion on items arising from the walk round
8. Secret Garden working party
9. Discussion on the establishment of Friends of Box Cemetery Group
10. Items for discussion
 - Cleaning of seats
 - Removal of artificial flowers from graves
 - Cleaning of the Hobbs Memorial
11. To receive any correspondence
 - Applications for memorials
12. Report of any Health and Safety issues
 - Safety of headstones
13. Update Forward Plan (copy attached) arising from the meeting
14. Any items of report or future agenda items
15. Date of next meeting – Thursday 4th May 2023 (MT to Chair in absence of TW)

NB. There will be a walk round of the Cemetery at 2pm on 6th March