

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
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27th June 2023

Dear Councillor

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

NB There will be a walk round of the Cemetery at 9.30 am on Wednesday 28th June

A G E N D A

1. To receive any apologies for absence
2. Public Question Time - Presentation by Alan Payne – Online Cemetery History
3. Declaration of interest relating to items on the Agenda
4. Election of Vice Chair of Committee
5. To receive the Minutes of the Meeting held on 4th May 2023
6. Review of all issues raised and actions matters arising from the Minutes
Including
 - Survey of top field – update
 - Check of air terminals on lightning conductor – update
 - Friends of Box Cemetery Group – update
 - Topics arising from the walk round
7. Cemetery Maintenance:
 - Letter from parishioner regarding maintenance of Cemetery
 - Proposal to log dates in the Minutes of when the grass was cut
8. Items for discussion
 - Discussion re online cemetery history site following the presentation given by A. Payne
 - Report on stone trefoils in Chapel entrance
 - Discussion of an article for Parish Magazine to explain some of the new rules; dogs on lead, removal of plastic wrapping on flowers, not using plastic flowers etc
9. Review of Forward Plan and Risk Assessment
 - Emptying of Septic tank - carried out by Cleansing Services Group on 20th May
10. To receive any correspondence
 - Applications for memorials
11. Report of any Health and Safety issues – check of headstones
12. Monitoring of budget
13. Any items of report or future agenda items
14. Date of next meeting – 4th September 2023