

BOX PARISH COUNCIL

Mrs.M.S.CAREY
Clerk to the Council

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

27th February 2024

Dear Councillor

You are summoned to a meeting of the **Cemetery Management Committee** to be held at the **Council Chambers** on **Monday 4th March 2024** 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. To receive the Minutes of the Meeting held on 8th January 2024
5. Review of all issues raised and actions matters arising from the Minutes
Including
 - Survey of top field – update
 - Friends of Box Cemetery Group – update
 - Online Cemetery History – update
6. Cemetery Maintenance:
 - Issues raised from the walk round held on 1st March
 - Security camera on Chapel – check to the card
 - Access path to top field – filling in gaps in the hedge – update
 - Graves NG17 and JB10 – update on the headstone and holly tree
 - Update on repairs to standpipe in top Cemetery
7. Items for discussion
 - Front boundary wall to Cemetery – this needs to be assessed for possible work
 - Painting of front gate and gutters and downpipes on Chapel – quotes to be obtained
 - New Cemetery Rules - to be discussed. The draft has been circulated to Councillors
 - Garden of Remembrance – relocation of stone flower holders on 10th March
 - Update on Planning Application for Solar panels
 - Cabinet for Book of Remembrance - update
 - Cemetery Working Party - extending the Cemetery capacity – work so far
8. Review of Forward Plan – discussion Forward Plan circulated to Councillors; Risk Assessment and Asset Management (the list had been completed but waiting for the proforma sheet)
9. To receive any correspondence
 - Cemetery biodiversity – letter from Box C of E School
10. Monitoring of budget
11. Any items of report or future agenda items
12. Date of next meeting – *Thursday 2nd May 2024*

Walk round in Cemetery - 2.00 pm Friday 1st March