

BOX PARISH COUNCIL

Mrs.M.S.CAREY
Clerk to the Council

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

21st December 2024

Dear Councillor

You are summoned to a meeting of the **Cemetery Management Committee** to be held at the **Council Chambers** on **Monday 6th January 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. To receive the Minutes of the Meeting held on 4th November 2024
5. Review of all issues raised and actions matters arising from the Minutes
Including
 - Ecological Survey of the Veteran Corridor – discussion on the Ecological Survey for future plans/TPO on trees
 - Painting of gutters and downpipes on Chapel – work completed
 - Feedback on the Community Payback Team and future works
 - Update on work to the trees
 - Front boundary wall – update on work
6. Cemetery Maintenance:
 - Issues raised from the walk round
7. Items for discussion:
 - Review of Charges 2025-26
 - Book of Remembrance viewings - letter received
 - Cutting of barbed wire at top of field and replacing of posts
 - Risk Assessments – visual check on Lodge and Chapel roof and check to front gates to be carried out on walkround
 - To consider repairs to the surface of the parking area by the Lodge
8. Other issues
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 – 3rd March 2025