

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
BOX
CORSHAM
WILTS SN13 8NX

Telephone: 01225 742356
Fax: 01225 744049

30th August 2022

Dear Councillor

You are summoned to a meeting of the **Cemetery Management Committee** to be held at **the Council Chambers** on **Monday 5th September 2022** 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 4th July 2022
5. Review of all issues raised and actions matters arising from the Minutes
Including
 - Survey and leasing of field behind Chapel – update
 - Tree Survey – to discuss the items raised in the survey (copy attached)
 - Replacement windows in the Lodge - update
 - Gates – update on broken railings and stays for the gates - update
 - Pots by the Chapel – work to be undertaken by Councillors
 - Safety of headstone – update on check of the headstones
 - Update on issues raised at the walk round held on 2nd August 2022 – notes attached
8. Forward Plan for the Cemetery Management Committee – discussion
9. List of items to be considered with the budget for 2023/24 - discussion
10. To receive any correspondence
 - Renewal of Lodge Tenancy for a further year
 - Applications for memorials
11. Report of any Health and Safety issues
12. Any items of report or future agenda items
13. Date of next meeting – 7th November 2022