

BOX PARISH COUNCIL

Mrs.M.S.CAREY
Clerk to the Council

Office open to public

Monday & Thursday

9.30 – 12.30

or by appointment

28th October 2024

Dear Councillor

You are summoned to a meeting of the **Cemetery Management Committee** to be held at the **Council Chambers** on **Monday 4th November 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

COUNCIL OFFICE
THE PARADE
BOX

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AGENDA

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 2nd September 2024
5. Review of all issues raised and actions matters arising from the Minutes
Including
 - Possible uses of the Chapel – update from Working Group
 - Ecological Survey of the Veteran Corridor – discussion on the Ecological Survey for future plans
 - Painting of gutters and downpipes on Chapel – update on work
 - Feedback on the Community Payback Team – see report. Provision of refreshments
 - Update on work to the trees – removal of Laurel stump; Haloing of Yew trees; remedial work re the large beech tree
 - Update on EICR checks
 - Work to front door of Lodge - update
6. Cemetery Maintenance:
 - Issues raised from the walk round held on 1st November 2024
7. Items for discussion:
 - Book of Remembrance viewings
 - Items to be considered with the budget
 - Risk Assessments
 - Lodge and Chapel roof
 - Signs – Public enter at own risk plus uneven ground warning
 - New Video on Site warning
 - Annual check on front gates
 - 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 – request for headstone
11. Any items of report or future agenda items
12. Date of next meeting – 8th January 2025

Walk round in Cemetery - 2.00 pm Friday 1st November