

# BOX PARISH COUNCIL

**Mrs.M.S.CAREY**  
Clerk to the Council

**COUNCIL OFFICE**  
**THE PARADE**  
**BOX**  
**CORSHAM**  
**WILTS SN13 8NX**

**Office open to public**

Monday & Thursday

9.30 – 12.30

or by appointment

27<sup>th</sup> August 2024

Dear Councillor

You are summoned to a meeting of the **Cemetery Management Committee** to be held at **the Council Chambers** on **Monday 2<sup>nd</sup> September 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

## 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 1<sup>st</sup> July 2024
5. Review of all issues raised and actions matters arising from the Minutes  
Including
  - Possible uses of the Chapel – enhancing existing displays with history, environmental work, footpaths within and outside Cemetery - update
  - Front boundary wall to Cemetery/treatment of stump – update letter from P. Emerson
  - Ecological Survey of the Veteran Corridor - update
  - Painting of front gate and gutters and downpipes on Chapel – update for work
  - Cleaning of Hobbs Memorial – work completed
  - Revised Contract - update
6. Cemetery Maintenance:
  - Issues raised from the walk round held on 30<sup>th</sup> August 2024
7. Items for discussion:
  - Hedgehog shelters for Cemetery – to discuss if these are needed
  - Swift's nests in Chapel porch – need to retain these
  - Clearing of shed to store wheelbarrows (Daniel Part is using the box of tree guards – one large box removed from the shed)
  - Report on the damage to large beech tree and how the cost of work to this will affect the budget
  - Positioning of the new flower containers on the path
  - Report of meeting with Guy Pearce – Community Pay Back Team
  - Main door to Lodge – in need of repair
  - Working Group – next steps re use of Cemetery Grounds.
8. Other issues
  - Yellow rattle – to be sown in central area of old Cemetery on 4<sup>th</sup> September. Barrie Cox from Cotswold Wardens to lead this
  - EICR check on Chapel – completed on 27<sup>th</sup> August – waiting report
  - All glass and ceramics have been removed from the Cemetery – notes have been left stating that all items removed, except where they were broken, have been placed in the Chapel ante-room for collection. Any remaining at the end of October will be removed/recycled
  - Report on condition of Book of Remembrance
9. Review of Forward Plan/Risk Assessment/Asset Management
  - Checking of headstones - update
10. To receive any correspondence – request for additional shrubs at top part of the Cemetery
11. Any items of report or future agenda items
12. Date of next meeting – 2<sup>nd</sup> September 2024 **Walk round in Cemetery - 2.00 pm Friday 30<sup>th</sup> August**