

# Bures Joint Cemetery Authority

Clerk:  
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## Notice of Cemetery Authority Meeting

Dear Member


You are hereby summoned to attend the meeting of Bures Joint Cemetery Authority on Monday 9<sup>th</sup> March 2020 at The Committee Room, Bures Community Centre, Nayland Road at 7.30pm.

**THE PRESS AND PUBLIC ARE CORDIALLY INVITED**

### Agenda

- 1. Apologies for Absence**
- 2. BSMPC New Member**
- 3. Register of Interests and Dispensation Requests**  
To declare any 'Pecuniary' and Non pecuniary' interest
- 4. Public Forum – 15 minutes maximum public participation**  
3 minutes for individual contributions unless agreed by the Chairman  
The public are invited to give views and question the Committee on issues on this agenda, or raise issues for consideration of inclusion at future meetings.
- 5. Minutes of the previous meeting of 6<sup>th</sup> January 2020 and notes from Site Meeting of 7<sup>th</sup> March 2020 to be confirmed and signed (previously circulated)**
- 6. Inspector's Asset & Risk Assessment report: Cllr C Ellis**  
**Next Inspector: Cllr S Sills**
- 7. Matters arising which do not appear elsewhere on the agenda**
  - a) Boundary of Cuckoo Hill site
  - b) Memorial of the late G Gullen
  - c) Bench re-varnish
  - d) Painting of field gate
  - e) Monitoring of boundary walls
  - f) To discuss change of use of glyphosate weedkil
  - g) Contractor works (see attached)
  - h) Any other matters arising from site meeting

- 8. Cemetery Management & Compliance and Management of Memorials**  
To report on memorial stability test  
To report on H111 Cousins memorial cross  
To report on memorial map recording  
To report on any matters arising from the courses
- 9. Correspondence**  
To report on parking issues at Cuckoo Hill
- 10. Finance**
  - a) Finance & budget monitoring report – circulated
  - b) Bank reconciliation and verifying bank statements – circulated and for signing by the Chairman and a non-signatory member
- 11. Audit Matters**  
Review of Financial Risk Assessment – Internal Auditor/Clerk  
To adopt a Training Policy
- 12. Interments/ashes interments/memorial applications**  
Interment of the late Shirley Perry  
Interment of ashes of the late George Austin  
Interment of the late Michael Redford
- 13. Brief information & exchange for next agenda items**
- 14. Date of next meeting:** Monday 8<sup>th</sup> June 2020 at the Committee Room, Bures Community Centre, Nayland Road at 7.30pm  
Future dates agreed: 7<sup>th</sup> September 2020  
Future dates to agree for 2021: 11<sup>th</sup> January, 8<sup>th</sup> March, 7<sup>th</sup> June, 6<sup>th</sup> September



Mrs Jenny Wright  
Clerk to the Cemetery Authority  
1<sup>st</sup> March 2020