

# Bures Joint Cemetery Authority

Clerk:

Mrs. J. Wright

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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 7<sup>th</sup> September 2026 at The Committee Room, Bures Community Centre, Nayland Road at 7.30pm.

**THE PRESS AND PUBLIC ARE CORDIALLY INVITED**

### Agenda

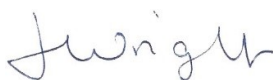
- 1. Apologies for Absence**
- 2. To note Member resignation and follow up**
- 3. Register of Interests and Dispensation Requests**  
To declare any 'Pecuniary' and Non pecuniary' interest
- 4. Minutes of the previous meeting of 8<sup>th</sup> June 2026 to be confirmed and signed (previously circulated)**
- 5. Public Forum – 15 minutes maximum public participation**  
3 minutes for individual contributions unless agreed by the Chair  
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.
- 6. Inspector's Asset & Risk Assessment report:** Cllrs Aries and Child  
**Inspector's Memorial Stability checklist report:** Cllrs Aries and Child  
**Wildlife Boxes checklist report:** Cllrs Aries and Child  
**Next Inspectors:** Cllrs Manning and McCrory  
To note memorials for repair as per list from previous meeting – Gladwell, Todhunter, Seaber and Kemp.

- 7. Matters arising which do not appear elsewhere on the agenda**
  - a) Trees – Visual tree inspection
  - b) Bird box repair
  - c) Levelling and turfing of graves – Dexter, Deaves, Saer, Dawson and Longhurst
  - d) Map casing and copying of maps
  - e) Bench treatment
  - f) Woodyard boundary tidy
  - g) Front gate repair
  - h) To report on contractor works (see attached list) – lime tree suckers, base growth of Yew trees, old compost heap, grass cutting, ivy on trees, dead branch
- 8. Budget**

To approve 2027– 2030 prepared 3 year budget plan
- 9. Finance Matters**
  - 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
  - c) To present 2<sup>nd</sup> half year precept requests to BHPC and BSMPC
  - d) To note mid-year VAT claim to be submitted
  - e) To note year end 2025/26 HMRC Clerk's salary and tax completed
- 10. Correspondence**

Gary Smith (Gravedigger) Public Liability Insurance details received  
To note written wish of N Delaine  
To note written wish of Z Cockrell
- 11. Interments/ashes interments/memorial applications**

Ashes interment of the late Peter Holbrook  
Ashes interment of the late David Ayers
- 12. Brief information & exchange for next agenda items**
- 13. Date of next meeting:** Next committee meeting: Monday 11<sup>th</sup> January 2027 at 7.30pm at the Committee Room, Bures Community Centre, Nayland Road  
Future meeting dates agreed 2027: 8<sup>th</sup> March, 14<sup>th</sup> June, 13<sup>th</sup> September



Mrs Jenny Wright  
Clerk to the Cemetery Authority  
1<sup>st</sup> September 2026