

# **Waltham Parish Council**

## Burial Board

Burial Board Members,

15<sup>th</sup> May 2017.

Dear Councillor,

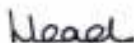
I hereby give you notice that a meeting of the Waltham Parish Council Burial Committee will be held on **Monday 22<sup>nd</sup> May 2017, meeting at 9am at the Cemetery then reconvening at the Parish Office to conduct the business as per the agenda below.**

All members are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the meeting hereunder:

### **AGENDA**

1. To appoint a Chairman for the Burial Board for year 2017/2018.
2. To appoint a Vice Chairman for the Burial Board for the year 2017/2018.
3. Declarations of Interest.
  - (a) To record declarations of interest by any member of the council in respect of the agenda items listed below. Members declaring interests should identify the agenda item and type of interest being declared.
  - (b) To note dispensations given to any member of the council in respect of the agenda items listed below.
4. Open Forum – To enable any resident to raise any items with the Burial Board.
5. Apologies.
6. To approve the minutes of the meetings held on 3<sup>rd</sup> April 2017.
7. Signing of the Burial Grants.
8. To discuss items noted at the site meeting held earlier.
9. To receive advice on relinquishing a grave.
10. To receive a quotation for stoning three extra kerbed plots.
11. To receive a quotation for fixing fence at cemetery.
12. To discuss planting in front of the cemetery.
13. To consider any items to be taken to full council.
14. Date of next meeting.

Yours sincerely



Mrs Lesley Leach  
Clerk to Waltham PC Burial Board.