

# **Waltham Parish Council**

## Burial Board

Burial Board Members,

20<sup>th</sup> March 2018.

Dear Councillor,

I hereby give you notice that a meeting of the Waltham Parish Council Burial Committee will be held on **Monday 26<sup>th</sup> March 2018, meeting at 10.30am in 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. 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.
2. Open Forum – To enable any resident to raise any items with the Burial Board.
3. Apologies.
4. To approve the minutes of the meetings held on 30<sup>th</sup> January 2018.
5. Signing of the Burial Grants.
6. To discuss funeral arrangements and payment procedures.
7. To hold a rate review and consider proposals for rates chargeable to put forward to Full Council
8. To consider any items to be taken to full council.
9. Date of next meeting.

Yours sincerely



Mrs Lesley Leach  
Clerk to Waltham PC Burial Board.