

MELBOURN PARISH COUNCIL

Clerk: Sarah Adam
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Melbourn Community Hub
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Opening Hours :

Monday 9am – 4pm, Tuesday 9am – 3pm, Wednesday 9am – 3pm ,
Thursday 9am – 4pm and Friday, Office Closed.

1st June 2016

Dear Councillor,

You are hereby summoned to attend a meeting of the Cemetery Committee to be held on Monday 6th June 2016 in the upstairs meeting room of Melbourn Community Hub (access via the back stairs) at 8.00pm for the purpose of transacting the following business.

AGENDA

CEM01/16: Apologies for absence

CEM02/16: Declarations of Interest

CEM03/16: To receive the minutes of the meeting held on 7th March 2016

CEM04/16: To report on the last meeting 7th March 2016

CEM05/16: To receive a report on current Income and Expenditure.

CEM06/16: Cemetery report for March and April 2016

CEM07/16: Any matters concerning New Road Cemetery.

- a) Headstone Dimensions (max and min)
- b) Immediate maintenance requirements – rabbit, tree supports, soil store
- c) Rules and Regulations changes, additions, grave space clearance, flowers planted within the grass so cannot be cut.
- d) To approve Cemetery Wording and Legislation on Noticeboard
- e) GB Site Progress
- f) AS Grave Signage Progress
- g) Soil Store Move
- h) Victoria Heights and Cemetery Entrance
- i) Any other problems/comments

CEM08/16: Any matters concerning Orchard Road Cemetery.

- a) Soil Store and Fence
- b) Lych Gate Refurbishment
- c) Spaces Remaining
- d) Process of Old Headstones

CEM09/16: Any matters concerning All Saints' Churchyard

CEM10/16: Correspondence.

- a) To consider any correspondence received up to the time of the meeting

CEM11/16: To accept notices and matters for the next agenda.

Please note that no decisions can lawfully be made under this item. LGA 1972 s12 10(2) (b) states that business must be specified; therefore the Council cannot lawfully raise matters for discussion.

Sarah Adam
Melbourn Parish Clerk