

Councillors are hereby summoned, and members of the public and press are invited, to attend a meeting of the Joint Burial Committee to be held on Tuesday 5 December 2023, starting at 18.45 in the Council Chamber, Town Hall, Market Square, Crewkerne.

Note: - Members of the public who wish to view the meeting proceedings, either in real time or afterwards, can access the meeting through the following link:

<https://www.youtube.com/channel/UCTA9K-7L4Onjcli2Gtz7tCg>

K. Sheehan, Town Clerk (signed on original)
29 November 2023

Agenda

Open Forum: Questions may be put to the Committee in person during this Public Participation Session of up to 15 minutes and a maximum of 3 minutes per person. Issues notified to the Clerk a minimum of 3 working days before the meeting (i.e., by 5pm on the preceding Thursday) will receive a response during this session. Issues raised in this session without prior notice may be referred to the Clerk to respond to within 10 working days or listed on a subsequent agenda.

1. To elect a Chairman.
2. To note apologies for absence.
3. To confirm the minutes of the meeting held on 3 October 2023.
4. Declarations of interest in items on the agenda.
5. Clerk's progress report: to receive an update report (for information).
6. Financial Matters for consideration:
 - a) To receive the financial update report.
 - b) To consider the draft income/expenditure estimate for 2024/25.
7. Queen Elizabeth II memorial tree: to receive a progress report from the Clerk on arrangements for a memorial tree on the turning circle.
8. Maintenance Contract 2024-25: to consider quotes for the cemetery maintenance contract for 2024/25 and make a recommendation to Full Council for inclusion in the Budget.
9. Spitfire memorial plaque: to receive a progress report from the Clerk on arrangements for the spitfire memorial plaque.
10. Inspections:
 - a. To receive feedback from recent cemetery inspections

- b. To make arrangements for cemetery inspections until February 2024.
- 11. To approve the applications, transfers and memorials received.
- 12. Matters of report (for information only).
- 13. Date of the next meeting – Tuesday 6 February 2024, 18.45, Council Chamber.