

WOLSTON, BRANDON & BRETTFORD

Joint Burial Committee

Church Farm House, Main Street, Brandon, Coventry CV8 3HW

Telephone: 024 7654 3977 E-mail: wbbjbc@wolstonpc.co.uk

You are hereby summoned to attend the meeting of the Joint Burial Committee to be held at 7.30pm on Thursday 13th August 2020. This will be a virtual meeting via Zoom. For more information about this and details of how to join this meeting, please contact the Clerk to the Committee.

Juliet Carter, Clerk to the Committee

30/07/2020

The Public Forum for members of the public and press to raise any matters of concern with the Joint Burial Committee will commence at 7.00pm. The meeting of the Joint Burial Committee will commence after the public forum has been closed by the Chairman – this will be no later than 7.30pm. A time limit of 5 minutes to speak per person may be imposed, at the Chairman's discretion, in order to keep to schedule.

AGENDA

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| 16 | Apologies, and acceptance of reasons for absence: To receive apologies and reasons for absence. |
| 17 | Declarations of Interest (existence and nature) on items on the Agenda: Councillors to declare any personal and/or pecuniary interests on items on the agenda. |
| 18 | Minutes of the Joint Burial Committee: To review and, if appropriate, approve the minutes of the Joint Burial Committee meeting held on 14 th May 2020. |
| 19 | Progress Report: To note the report: For information only. |
| 20 | Correspondence: To note items of correspondence received and sent since the last meeting of the Committee. For information only. |
| 21 | Finance:
a) To consider and, if appropriate, approve accounts for payment for the period from 02/05/2020 to 30/07/2020.
b) To consider payments received for the period from 22/05/2020 to 30/07/2020.
c) Annual Governance Return 2019-2020 ie
INTERNAL AUDITOR'S REPORT,
THE ANNUAL GOVERNANCE STATEMENT 2019/20 AS PART OF THE ANNUAL RETURN,
TO CONSIDER, COMPLETE, APPROVE AND SIGN THE ACCOUNTING STATEMENTS 2019/20
AS PART OF THE ANNUAL RETURN.
d) Anything else financial that needs consideration or approval |
| 22 | Repairs and improvements to the cemetery: To consider proposals, review quotations and, if appropriate, make decisions on the following items:
a) Water supply;
b) Improvements to the car park;
c) Replacement of man hole cover. |
| 23 | Exclusive Rights of Burial L Wingrove, re-open grave non parishioner. |
| 24 | To discuss allocation of grave space already reserved for non parishioner. |
| 25 | Memorial Applications none |
| 26 | Leaning Headstones: To arrange a date to survey the cemetery to identify and, if possible repair, any leaning or potentially unsafe headstones. |
| 27 | Registration of new email address with HSBC. |
| 28 | Future Agenda items: Councillors are requested to use this opportunity to raise items for future agendas, and are respectfully requested to advise the Clerk to the Committee of any future agenda item at least 10 working days before the next meeting. |
| 29 | Date of next meeting: To propose the date of Thursday 19/11/2020 for the next meeting of the Committee. |

Wolston Parish Council, 2 Main Street, Wolston, CV8 3HJ
email: clerk.wolstonpc@wolston.me.uk Tel: 024 7654 5515

30	Exclusion of Public and Press – In accordance with Paragraph 1 (2) of The Public Bodies (Admission to Meetings) Act 1960, the Joint Burial Committee of Wolston Parish Council is invited to Resolve that the press and public be excluded from the meeting during consideration of the following agenda item/s owing to the confidential nature of the business to be transacted and the public interest would not be served in disclosing that information. The exclusion is on the grounds that items of business to be discussed are likely to include matters which are personal and confidential and are exempt from disclosure.
31	Extension to the cemetery: To consider, and if appropriate, endorse a proposal to set up a Working Group to investigate possible future extensions to the Cemetery in Dyers Lane and report back to the full Committee for their consideration.