

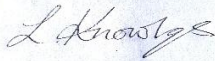
Wolston, Brandon & Bretford Joint Burial Committee

Councillors are hereby summoned
to attend the Annual General Meeting of the WBB-JBC to be held
at 6.30 pm on Thursday, 28th May 2026
at Wolston Baptist Church , Main Street Wolston, CV8 3HJ

A Public Forum for members of the public and press will begin at 6.30 pm to raise any matters of concern with the Joint Burial Committee. A time limit of 5 minutes to speak, per person, may be imposed at the Chair's discretion, in order to keep to schedule. The Chair will close the forum no later than 7.00pm and the formal meeting will commence.

Lorraine Knowles, Clerk & RFO to the Committee

E-mail: wbbjbc@wolstonpc.co.uk



JBC Item no.	AGENDA	Lead
1.	Welcome: - JBC Cllrs, - Members of the Public Apologies Chair to notify members that the public section of the meeting is being recorded.	Chair
2.	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.	Chair
3.	Election of Chair and Vice Chair of Wolston, Brandon & Bretford Joint Burial Committee for the year 2026 – 2027.	All
4.	Minutes of previous Meeting: Review and approve, if appropriate, minutes of the Joint Burial Committee meeting held on 26 th March 2026.	Chair
5.	Matters arising from the minutes/actions list (unless included below) i) Security of EROB Certificate – example ii) Outstanding payment for memorial – WIGGINTON - conclusion iii) Clerk Salary repayment to WPC correspondence iv) Terms of Reference -feedback	Chair/ All
6.	Correspondence: to note items of correspondence received or sent since last meeting (for information only) i) Request to scatter ashes with no plot. ii) Response to memorial inscription for post box iii) Communication to public re purpose and use of post box iv) Request to install headstone by applicant not Monumental Mason v) Report of lack of strimming around specific grave. vi) Enquiry re. tree safety in cemetery	Chair/ Clerk
7.	Finance Report: To endorse (and approve, if appropriate) accounts for period 13.3.26 – 12.5.26 i) Payments made ii) Payments received iii) To note bank reconciliation iv) Last meeting finance report correction – requires resigning.	Clerk
8.	Update on transfer of EROBs to rectify Register	Clerk
9.	Information only (a) Purchase of Exclusive Rights of Burial EVANS (b) Prepurchase of Exclusive Right of Burial None (c) Subsequent Burial	Clerk

	MILLER	
10.	Memorials: (information only) Permits for memorials <ul style="list-style-type: none"> • HAWTHORNTHWAIT • 1 permit submitted after installation of headstone - COOPER 	Clerk
11.	Cemetery Maintenance and Grass Cutting Review: <ul style="list-style-type: none"> • Approval of additional payment for materials and installation of Postbox in cemetery (£100) 	All
12.	Review and approval of Procedure for purchase of Grant of Exclusive Right of Burial document.	All
13.	Inspection of memorial monuments – current status	All
14.	AOB & Future Agenda Items: Cllrs to advise Clerk at least 10 working days prior to next meeting.	
15.	Date and Venue for next meeting – 6:30p.m.Thursday 23rd July 2026 at Wolston Baptist Church.	
16.	Exclusion of Public and Press In accordance with Para 1 (2) of the Public Bodies (Admission to Meetings) Act 1960, the WBBJBC resolves that the press and public be excluded from the meeting during consideration of other Agenda items due to the confidential nature of the business transacted, where the public interest would not be served in disclosing this information. Further, the exclusion is on the grounds that items of business to be discussed are likely to include matters that are personal and confidential and therefore exempt from public disclosure.	
17.	Committee Personnel Matter <ul style="list-style-type: none"> a) Set date and designate Committee members to oversee Performance Review of Clerk b) Approve Clerk expenses 	
Close of Meeting:		