



Banwell Parish Council

Banwell Village Hall
Westfield Road
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22nd November 2018

Members of the public and press are entitled to be at the following meeting in accordance with the Public Bodies (Admission to Meeting) Act 1960 Section 1 unless precluded by the Committee by resolution during the whole or part of the proceedings. Such entitlement does not however include the right to speak on any matter except at the commencement of the meeting given over specifically for that purpose.

To: The Chairman and all members of Banwell Parish Council Cemetery & Memorials Committee.

You are summoned to attend a Meeting of Banwell Parish Council Cemetery and Memorials Committee, to be held on Tuesday 27th November 2017 at 7.00 p.m. at Banwell Village Hall, when the following business will be transacted.

Liz Shayler

Clerk to the Council

Before the meeting begins there will be a public participation session – *This session is open to the Public to present comments, observations, information, petitions or lead deputations and is the only time members of the public may participate during the meeting.*

AGENDA

1. To receive apologies for absence. Cllr Davies
2. To receive members' declarations of interest on any agenda item.
3. To approve as a correct record the minutes of the meeting of the Cemetery and Memorials Committee held on 28th August 2018 (attached pages 1 & 2).
4. Matters for Information / Clerks Report. (Please note that the Committee is unable to make any formal decisions under this item).
5. To discuss the installation of a Parish Council owned bench for memorial plaques.
6. To discuss any work needed on the paths, trees, garden and the compost area in the Cemetery.
7. To agree the purchase of six reserve plaques.
8. To review and approve the following documents; (pages 3 – 13)
 - (i) Amendments to the Interment application Form (pages 3 & 4)
 - (ii) Amendments to the Memorial Application Form (pages 5 - 7)
 - (iii) Transfer / Additional ownership of a grave / cremation plot (pages (8 & 9)
 - (iv) Cemetery Risk Assessment (pages 10 – 13)
9. To review the Cemetery fees (page 14).
10. To agree the Cemetery and Memorials budget to present to the Parish Council (page 15).
11. To note the Cemetery and Memorials Budget including (pages 16 & 17).
12. Date of next meeting – Tuesday 25th February 2019 location to be determined.