



# Saltash Town Council

Konsel An Dre Essa

The Guildhall  
12 Lower Fore Street  
Saltash  
PL12 6JX  
Telephone: 01752 844846  
[www.saltash.gov.uk](http://www.saltash.gov.uk)

25<sup>th</sup> September 2019

Dear Councillor,

I write to summon you to a meeting of the **Burial Authority** to be held at the Guildhall on **Tuesday 1<sup>st</sup> October 2019 at 6:30 p.m.**

Any member of the public requiring to put a question to the Council must do so 24 hours prior to the meeting by writing or email [enquiries@saltash.gov.uk](mailto:enquiries@saltash.gov.uk)

Yours sincerely,

R Lane  
Town Clerk

To:

Saltash North	Saltash South	Saltash East	Saltash West
S Gillies	M Fox	R Bickford	G Challen
J Peggs	S Lennox-Boyd	M Parker	J Dent – Vice Chairman
W Phillips - Chairman	S Martin	J Rance	S Miller
B Samuels	A Pinckney	P Samuels	D Yates

## AGENDA

1. Health and safety announcements.
2. Recording of meetings – please notify the Chairman if you are intending to record this meeting.

Please note: All meetings are open to the public and could be filmed or recorded by broadcasters, the media, council members, the Council, or members of the public. Please be aware that whilst every effort is taken to ensure that members of the public are not filmed, we cannot guarantee this especially if you are speaking or taking an active role.

3. Apologies.
4. Declarations of Interest:
  - a. To receive any declarations from Members of any registerable (5A of the Code of Conduct) and/or non-registerable (5B) interests in matters to be considered at this meeting.
  - b. To receive any declarations from Members of Matters of Public Interest regarding matters to be considered at this meeting
  - c. To consider dispensations required:
5. Questions - A 15-minute period when members of the public may ask questions of Members of the Council.

Please note: Any member of the public requiring to put a question to the Council must do so 24 hours prior to the meeting by writing or email.

6. To consider The Children's Fund For England.
7. Finance:
  - a. To receive the current Committee budget statement.
  - b. To set the budget for 2020/2021.
  - c. To set the fees and charges for 2020/2021.
8. Health and Safety.
9. To consider Risk Management reports as may be received.
10. Report from the Cemetery Warden.
11. To receive an update on the development adjacent to Churchtown Cemetery wall.
12. To consider future memorial options at Churchtown Cemetery.
13. To consider landscaping at Churchtown Cemetery.

14. a. To consider the use of the spare land adjacent to Churchtown allotment for further allotments.  
**(Pursuant to minute no.50/19/20ai Services meeting held on the 11<sup>th</sup> September 2019)**
- b. To consider relocating the trailer.  
**(Pursuant to minute no.38/18/19 Burial Authority meeting held on the 12<sup>th</sup> February 2019 and no.118/18/19 Services meeting held on the 13<sup>th</sup> March 2019).**
15. Public Bodies (Admission to Meetings) Act 1960:  
To resolve that pursuant to Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960 the public and press leave the meeting because of the confidential nature of the business to be transacted. (As required or if necessary).
16. To consider any items referred from the main part of the agenda.
17. Public Bodies (Admission to Meetings) Act 1960:  
To resolve that the public and press be re-admitted to the meeting.
18. Urgent non-financial matters brought forward at the discretion of the Chairman.
19. Press and social media releases.
20. Date of next meeting:        Tuesday 4<sup>th</sup> February 2020 at 6:30 p.m.

**Please note: It is Members responsibility to disclose a non-registerable interest or a disclosable pecuniary interest in any matter being considered or to be considered at the meeting.**

**Please leave the form in your folder provided for the Administration Officer to collect at the end of the meeting.**

Councillor: \_\_\_\_\_

Committee: \_\_\_\_\_

Date of Meeting: \_\_\_\_\_

Declarations of Interest:

- a. To receive any declarations from Members of any registerable (5A of the Code of Conduct) and/or non-registerable (5B) interests in matters to be considered at this meeting.
- b. To receive any declarations from Members of Matters of Public Interest regarding matters to be considered at the meeting.
- c. To consider dispensations required.

<b>Agenda Item</b>	<b>Pecuniary/Non-Pecuniary</b>	<b>Reason</b>	<b>Left the Meeting</b>	<b>Remained at Meeting and did not Vote</b>	<b>Ongoing Dispensation</b>	<b>Dispensation Requested</b>	<b>No Interest Declared</b>