



Saltash Town Council

Konsel An Dre Essa

The Guildhall
12 Lower Fore Street
Saltash
PL12 6JX
Telephone: 01752 844846
www.saltash.gov.uk

5th February 2020

Dear Councillor,

I write to summon you to a meeting of the **Joint Burial Board** to be held on **Tuesday 11th February 2020 at 6:00 p.m.** at the Guildhall.

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

Yours sincerely,

R Lane
Town Clerk

To:

J Dent	Other Members of the Council for information
B Phillips	
A Pinckney – Co-Chairman	
B Samuels	
Rev. C Sigrist (St Stephens PCC - Chairman)	
M Wills (St Stephens PCC)	
S Mckee (St Stephens PCC)	

Observers:

D Fowell - PFS Funeral Director.
R Parson Hub Manager - The Co-operative Funeralcare.
S Watt - Westcountry Funeral Services Ltd.

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 Interim 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. Finance:
 - a. To receive the current Committee budget statement.
7. Health & Safety.
8. To approve the minutes from Burial Board meeting held Tuesday 2nd July 2019 and Tuesday 8th October 2019.
9. St Stephens to advise if the Churchyard has been registered as a closed Churchyard (**Pursuant to Minute No BB/10/19/20 2**).
10. To validate the maintenance agreement (**Pursuant to Minute No. BB/10/19/20 3**).
11. To consider Risk Management reports as may be received.
12. Report from the Cemetery Warden.

13. 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).

14. To consider any items referred from the main part of the agenda.

15. Public Bodies (Admission to Meetings) Act 1960:

To resolve that the public and press be re-admitted to the meeting.

16. Urgent non-financial matters brought forward at the discretion of the Chairman.

17. Press and social media releases.

18. Date of next meeting: Tuesday 23rd June 2020 at 6:00 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:

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- 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.

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