



Saltash Town Council

Konsel An Dre Essa

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

3rd February 2021

Dear Councillor,

I write to summon you to a meeting of the **Joint Burial Board** to be held on **9th February 2021 at 6:00 p.m.** on the virtual Zoom platform.

The meeting is open to members of the public and press. Members of the public and press wishing to attend the meeting require the following details:

Web link:

<https://us02web.zoom.us/j/82298020049?pwd=NVdaUC9oVDJ0KzN3V1hOQ0lvaEhqQT09>

Meeting ID: 822 9802 0049

Password: 245347

Dial by your location: 0131 460 1196 United Kingdom

Any member of the public requiring to put a question to the Town Council must do so 24 hours prior to the meeting by email enquiries@saltash.gov.uk

Yours sincerely,

R Lane
Town Clerk

To:

J Dent	Other Members of the Council for information
B Phillips	
B Samuels – Co-Chairman	
D Yates	
B Jones (St Stephens PCC – Co-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. Announcements:
 - a. To confirm that all present can hear the proceedings.
 - b. Roll call of Members, Public and Press present.
 - c. To confirm the meeting is quorate.
 - d. Meeting procedure.
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. To note and receive the minutes from the Joint Burial Board meeting held on Tuesday 13th October 2020 and Thursday 19th November 2020 as a true and correct record.
7. Finance:
 - a. To receive the current Committee budget statement.
8. To ratify the COVID-19 Delegated Decision Register.

Ref Nr.	Details	Decision Agreed	Committee	Sub Committee
	None.			

9. Health & Safety.
10. To consider Risk Management reports as may be received.
11. Correspondence.
12. To receive a report from the Service Delivery Department.
13. To further consider the PCC registration of the Churchyard as closed.
14. To note that the PCC site meeting to consider wildflower planting and grass cutting schedules with interested parties has been postponed due to Covid-19 restrictions.
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 8th June 2021 at 6:00 p.m.