

# Bures Joint Cemetery Authority

Clerk:

Mrs. J. Wright

38 The Paddocks

Bures CO8 5DF

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Dear Councillor

You are hereby summoned to attend the meeting of Bures Joint Cemetery Authority on Monday 13<sup>th</sup> March 2017 at The Committee Room, Bures Community Centre, Nayland Road at 7.30pm.

**THE PRESS AND PUBLIC ARE CORDIALLY INVITED**

## Agenda

1. **Apologies for Absence**
2. **Register of Interests and Dispensation Requests**  
To declare any 'Pecuniary' and Non pecuniary' interests
3. **Public Forum – 15 minutes maximum public participation**  
3 minutes for individual contributions unless agreed by the Chairman
4. **Minutes of the previous meeting of 9<sup>th</sup> January 2017 and notes of site meeting of 11<sup>th</sup> March to be confirmed and signed (previously circulated)**
5. **Inspector's Asset & Risk Assessment report: Cllr Alan Crowe**  
**Next Inspector: Cllr Leigh Alston**
6. **Matters arising which do not appear elsewhere on the agenda**
  - a) Headstone stability and repairs
  - b) Cemetery skip area
  - c) Cemetery maps
  - d) Monitoring of boundary walls
  - e) Trees
  - f) Scattering of ashes area
  - g) Contractor works: Winter maintenance, boundary fencing, Xmas wreaths, Bench maintenance,

**7. Grounds Maintenance contract**

To review Grounds Maintenance contract and agree contract period for 2017/18  
To review risk assessments and insurance documentation for contractor

**8. Correspondence**

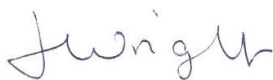
To consider contents of letter received from Trevor Hunnaball - circulated  
Notification from Anglian Water on water & waste water market - circulated  
Archives Ipswich Journal 15<sup>th</sup> October 1872 re Bures Cemetery – circulated

**9. Finance**

Finance & budget monitoring report – circulated  
Bank reconciliation and verifying bank statements – circulated

**10. Brief information & exchange for next agenda items**

- 11. Date of next meeting:** Monday 12<sup>th</sup> June 2017 at The Committee Room,  
Bures Community Centre, Nayland Road at 7.30pm  
Future dates booked: 11<sup>th</sup> September 2017  
To agree future dates for 2018: 8<sup>th</sup> Jan, 12<sup>th</sup> March, 11<sup>th</sup> June, 10<sup>th</sup> Sept



Mrs Jenny Wright  
Clerk to the Cemetery Authority  
5<sup>th</sup> March 2017

