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## **Balsall Parish Council Cemetery Committee Meeting Thursday, 22nd August 2024 @ 9.30 am**

Notice is hereby given of the Balsall Parish Council Cemetery Committee Meeting to be held in the Westlake Room, Village Hall, Station Road, Balsall Common.

Councillors are summoned to attend for the purpose of resolving the business to be transacted.

The Public and Press are cordially invited to attend.

Wearing a face mask is optional.

*J Parry-Evans*

Judith Parry-Evans  
Clerk & RFO  
16<sup>th</sup> August 2024

### **AGENDA**

- 1. In Attendance**
- 2. Apologies for absence**
- 3. Declarations of Interest**
- 4. Proposal** to approve the minutes of the Cemetery Committee held on 18<sup>th</sup> March 2024 as a correct record.

**5. Public Forum**

Residents are invited to make representation on items on this agenda and these will be invited by the Chairman immediately before the meeting considers that item.

Residents of the parish are invited to make representation on any issue. The council will respond in one of the following ways:

- Complaints will be referred to the Clerk for action
- Councillor(s) may undertake to follow up the issue.

- Agree an agenda item for the next meeting.
6. **Proposal** to approve an extension of the existing works contract at Temple Balsall Cemetery with an additional budget sum of £2,000 to tidy the remainder of unkept graves.
  7. **Proposal** to agree a 3-year maintenance plan in order to maintain the improvement works already undertaken, implement further works and consider how this is to be delivered.
  8. **Proposal** to note a resident's offer to fund an item in the cemetery.
  9. **Proposal** to not to implement a green burial option, as per Parish Council resolution 13.3, 15 July 2020.
  10. **Proposal** to invite Lady Katherine Leveson School to participate in the Parish Council's Remembrance Day activity.
  11. **Proposal** to approve a budget of £500 to implement the remote interment booking facility in the Parish Council's Epitaph system when staff resources allow.
  12. **Date of next meeting.**  
TBA

Councillors are reminded of their legal duty to consider all aspects of equal opportunities, crime prevention, unlawful discrimination and other best practices when making decisions at the Meeting.

The Right to Record, film and to Broadcast Meetings of the Council, Committees, and Sub-Committees is established following the Local Government and Audit and Accountability Act 2014. This Council may Photograph, Film or Record or Broadcast Meetings and can Retain, Use or Dispose of such Material in Accordance with its Retention and Disposal policies. The Council's record is the Definitive Record of the Meeting. The Written Approved Minutes are the Legal Record. Regulation 4 of the Openness of Local Government Bodies Regulations 2014 has brought Section 40 of the Local Government Audit and Accountability Act into force.