

AXMINSTER TOWN COUNCIL

The Guildhall,
West Street,
Axminster,
Devon,
EX13 5NX

13/07/2016

Dear Councillor,

The Annual Site meeting of the Cemetery Committee has been arranged for Monday 18th July 2016 at 7.15 p.m. at the Cemetery, Chard Road :

1. APOLOGIES

2. TO SIGN MINUTES OF MEETING HELD ON 20th JULY 2015

3. PUBLIC FORUM

4. TO DISCUSS ANY MATTERS ARISING FROM MINUTES OF MEETING HELD ON 20th JULY 2015 NOT COVERED BY AGENDA ITEMS BELOW

5. RISK ASSESSMENT

6. MAINTENANCE AND REPAIR WORK

- a) Trees and Hedges, Fences and Walls, including update on rear boundary.
- b) Chapels, Gates and Seats
- c) Paths & access to graves and possibility of obtaining quotes for provision of easier access to Z Section
- d) Drainage

7. MEMORIAL MATTERS

- a) Levelling of soil on grave spaces.
- b) Grass on memorials after strimming.
- c) Ornaments on memorials and disappearance of same.
- d) Clarification of base sizes for memorials in Garden of Rest.
- e) Clarification of prior purchase of interment, or GOR spaces.
- f) Ensuring systems in place for all non-conformist interments.

8. CEMETERY REGULATIONS:

- a) Consideration of any amendments felt desirable by us and any changes advised by E.D.D.C.
- b) Clarification of system for ensuring that all purchasers of plots/memorials are aware of regulations.

9. TO REVIEW CEMETERY FEES IN LIGHT OF ANY RECOMMENDATIONS FROM E.D.D.C.

10. TO CONSIDER ITEMS FOR INCLUSION IN NEXT YEAR'S BUDGET INCLUDING NEW EQUIPMENT REQUIREMENTS AND REPAIR PROJECTS

To be taken In Committee :

Vice-chairman to propose that under the provisions of the Public Bodies (Admission to Meetings) Act 1960, (as amended by the Local Government Act 1972 the public, (including the press) be excluded from the meeting as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

11. STAFFING MATTERS

Yours sincerely,

A handwritten signature in blue ink, appearing to read "Henry Kirkcaldie".

Town Clerk