

# AXMINSTER TOWN COUNCIL

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

26<sup>th</sup> February 2020

Dear Councillor,

A meeting of the Cemetery Committee has been arranged for Monday, 2<sup>nd</sup> March 2020 at 7.00 p.m. at the Axminster Guildhall:

Members are reminded:

- a) Of their obligation to **declare the existence and nature of any personal interests** they may have in any items to be considered at this meeting and to **withdraw if it is a pecuniary** one.
- b) That in reaching decisions they should take into consideration the Town Council's decision to reduce its carbon footprint in the light of the **climate/environment emergency**.
- c) To ensure that their discussions include full consideration the points set out in the Town Council's **risk management** strategy.

## 1. APOLOGIES

## 2. TO SIGN MINUTES OF MEETING HELD ON 23<sup>rd</sup> JULY 2019:

## 3. PUBLIC FORUM

## 4. TO DISCUSS ANY MATTERS ARISING FROM MINUTES OF MEETING HELD ON 23<sup>RD</sup> JULY 2019 NOT COVERED BY AGENDA ITEMS BELOW

## 5. MAINTENANCE AND REPAIRS

- a) Trees and hedges – update on works done.
- b) Fences, gates & walls
- c) Seats            d) Paths
- e) Chapels        f) Security

## 6. MEMORIAL MATTERS:

## 7. ADMINISTRATIVE MATTERS:

- a) To propose adoption of revised fee sheet wording.
- b) Update on Cemetery Mapping.
- c) To propose that a working party be set up to review Cemetery Regulations.
- d) To Review Right of Burial Terms.
- e) To propose that a working party be set up to review Cemetery Risk matters.

## 8. MATTERS OF URGENCY

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.

## 9. STAFFING MATTERS.

Yours sincerely,

*Hilary Kirkcaldie*

Town Clerk

Town Clerk