

HARTLEY PARISH COUNCIL

The Parish Council Office, Hartley Library, Ash road, Hartley, Longfield, Kent DA3 8EL
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16th September 2004

Dear Councillor

You are invited to attend a meeting of the Burial Ground and Garden of Remembrance Committee to be held on **Wednesday 22nd September 2004** commencing at **7.00 p.m.** at the Pavilion, Manor Field.

Yours sincerely

Julie Hoad
Proper Officer

A meeting with S Gay has been arranged at the Burial Ground at 6.00p.m. A site inspection of the grounds will take place after the conclusion of the meeting with Mr Gay.

AGENDA

1. Apologies for absence

To receive apologies for absence

2. Declarations of Interest

To receive Members declarations of interest.

3. Minutes

To approve the minutes of the meeting of the Burial Ground and Garden of Remembrance Committee held on 1st July 2004 as a correct record (Annexed).

4. Health and Safety

To consider issues arising from the site meeting with S Gay.

5. Rules and regulations

To consider a draft of the new rules and regulations relating to the new garden of remembrance (Annexed).

6. Burial Ground

(a) To consider any matters arising from the site inspection.

(b) To consider a report setting out action taken since the last meeting (Annexed).

7. Garden of Remembrance

To consider any matters arising from the site inspection.

8. Closed Church Yard

- (a) To consider any matters arising from the site inspection.
- (b) To consider a letter dated 17th July 2004 from the Chairman of the Buildings Committee of PCC raising a number of issues affecting the closed church yard (See attached report).

9. New Burial Ground

At the last Council meeting it was resolved that, the Burial Ground and Garden of Remembrance Committee be requested to establish a realistic life for the remaining space in the existing burial ground and to seek professional advice as to how long it would take to establish a new burial ground, with a view to submitting a report on its findings to the October Council meeting.

The Committee is requested to give this matter due consideration.

10. Financial Report

- (a) To receive and note a report indicating the net position of the Burial Ground and Garden of Remembrance Committee as at 16th September 2004.
- (b) To consider what action should be taken, if any, with regard to a request for payment for the interment of ashes in the Garden of Remembrance which has been returned to the Parish Office in an envelope marked “not known at this address”.

11. Budget 2005/06

- (a) To consider the budget for the year 2005/06.
- (b) To consider charges for the exclusive right of burial, interments and approval of memorials and plaques effective from 1st April 2005 to 31st March 2006. (List of the current charges is attached).

12. Local Board

At the last Council meeting it was reported that Kent County Council had launched a new initiative to set up a network of Local Boards in Kent. Each County Councillor has a sum of £10,000 to fund a worthy project or a number of projects within his/her division and each Committee was asked to give this matter some consideration, with a view to reporting back to the October Council with views on which project Hartley Parish Council should put forward.

The Committee is requested to give this matter due consideration.

13. ABA Info

To receive and note ABA Info number 27 dated Autumn 2004 (Annexed)

14. Date of the next meeting

List of circulated documents

1. Minutes of the meeting held on 1st July 2004
2. Draft rules and regulations relating to the new garden of remembrance
3. Report on the action taken since the last meeting
4. Report on matters raised by the PCC
5. Financial report indicating the Committees net position at 16th September 2004
6. Draft budget 2005/06
7. List of current charges
8. ABA info no 27

Committee Membership
Cllr Mr A Barnett (ex officio) Cllr Mrs J Burns
Cllr Mrs Y Coutts Cllr Mr J Gaywood (ex officio)
Cllr Mrs A Oxtoby

