

## HARTLEY PARISH COUNCIL

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28<sup>th</sup> October 2004

Dear Councillor

You are invited to attend a meeting of the Burial Ground and Garden of Remembrance Committee to be held on **Wednesday 3<sup>rd</sup> November 2004** commencing at **6.00 p.m.** at the Pavilion, Manor Field.

Yours sincerely

**Julie Hoad**  
Proper Officer

A visual inspection of the burial ground and closed church yard will take place at 10.00 a.m. on Wednesday 3<sup>rd</sup> November 2004.

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### 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 22<sup>nd</sup> September 2004 as a correct record (Annexed).

**4. Financial Report**

To receive and note a report indicating the current net position of the Burial Ground and Garden of Remembrance Committee as at 28<sup>th</sup> September 2004. (Annexed).

**5. Budget 2005/06**

At the previous meeting the committee agreed a draft budget to be presented to the Finance and General Purposes Committee for consideration. The draft budget agreed by the Committee made no provision for the construction of a wall around the new garden of remembrance.

The Committee is requested to consider whether it wishes to include provision of a new wall around the new garden of remembrance in next year's budget. (Annexed)

## 6. Health and Safety

- (a) To receive a report on the site meeting with S Gay held on 19<sup>th</sup> October 2004. (Annexed).
- (b) To receive and note the weekly visual inspection checklist undertaken from 12<sup>th</sup> July to 4<sup>th</sup> October 2004 (Annexed)

## 7. Burial Ground

To consider any matters arising from the site inspection.

## 8. Garden of Remembrance

- (a) To consider any matters arising from the site inspection.
- (b) To consider a quotation to pressure wash the slabs in the Garden of Remembrance.

## 9. New Garden of Remembrance

The Rector has advised that the ground in the area of the new Garden of Remembrance has not been consecrated and that this matter will have to be addressed before any interments can take place. He is contacting the diocese to seek advice.

The Committee is requested to note this report and to consider any further information forthcoming at the meeting.

## 10. Closed Church Yard

- (a) To consider any matters arising from the site inspection.
- (b) To consider advice received from the tree officer from Sevenoaks District Council and in light of this advice to consider two quotations in respect of the tree work to the yew located in the closed churchyard as requested by the PCC.
- (c) To consider a quotation to prune the holly tree located in the middle of the closed church yard and remove entangled bramble.
- (d) To consider a quotation to trim the hedge located in the closed church yard immediately adjacent to the highway.

## 11. New Burial Ground

To receive a report on a meeting with the planning officer held on 19<sup>th</sup> October 2004 in respect of the re-submission of the planning application for the provision of a new Burial Ground.

## 12. Date of the next meeting

### List of circulated documents

1. Minutes of the meeting held on 22<sup>nd</sup> September 2004
2. Financial report indicating the Committee's net position at 27<sup>th</sup> September 2004
3. Draft budget 2005/06
4. Health and safety report
5. Weekly visual inspection checklist from 12<sup>th</sup> July to 4<sup>th</sup> October 2004
6. Report on yew tree
7. Report on meeting with planning officer re new burial ground

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