

## HARTLEY PARISH COUNCIL

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8<sup>th</sup> April 2005

Dear Councillor

You are invited to attend a meeting of the Burial Ground and Garden of Remembrance Committee to be held on **Thursday 14th April 2005** commencing at **6.00 p.m.** at the Pavilion, Manor Field.

Yours sincerely

**Julie Hoad**  
Proper Officer

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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 19<sup>th</sup> January 2005 as a correct record (Previously circulated).

#### **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 15<sup>th</sup> March 2005. (Previously circulated).

#### **5. Health and Safety**

(a) At the last meeting of the Committee it was resolved that advice be sought from the Association of Burial Authorities in respect of the appointment of suitably competent person/s or company to undertake next year's annual safety inspection. The Committee is requested to consider a report on the advice received (Previously circulated).

(b) To receive and note the burial ground visual inspection checklist from 1<sup>st</sup> November 2004 to 24<sup>th</sup> January 2005 (Previously circulated).

#### **6. Risk Assessments**

To consider risk assessments in respect of the Closed Church Yard, Burial Ground and Garden of Remembrance (Previously circulated).

## **7. Burial Ground**

To consider any matters arising from the site inspection.

## **8. Garden of Remembrance**

To consider any matters arising from the site inspection.

## **9. New Garden of Remembrance**

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

(b) At the last meeting of the Committee, it was resolved that investigations be carried out on the cost of the purchase of temporary paths to protect the surface of the new garden of remembrance. "Gravshore" walkways can be purchased at a cost of £162.50 for 2500mm x 1000mm section and £75.09 for 760mm x 1520mm section, plus delivery costs which depends on the number of item/s ordered but is likely to be in the region of £50.

## **10. Closed Church Yard**

To consider any matters arising from the site inspection.

## **11. Correspondence**

(a) To receive and note ABA Info number 28 and 29 (Previously circulated)

(b) To receive and note a letter from the Parochial Church Council informing the Parish Council of archaeological investigations being undertaken at the All Saints Church.

## **12. Date of the next meeting**

### **List of previously circulated documents**

1. Minutes of the meeting held on 19<sup>th</sup> January 2005
2. Financial report indicating the Committee's net position at 15<sup>th</sup> March 2005
3. Report on advice received from ABA
4. Burial ground visual inspection checklist from 1<sup>st</sup> November 2004 to 24<sup>th</sup> January 2005
5. Risk Assessment of Closed Church Yard
6. Risk Assessment of Burial Ground
7. Risk Assessment of Garden of Remembrance
8. ABA info no 28, winter 2004 and no 29, Spring 2005

#### Committee membership

Cllr Mr A Barnett (ex-officio)  
Cllr Mrs Y Coutts  
Cllr Mrs A Oxtoby

Cllr Mrs J Burns  
Cllr Mr J Gaywood (ex-officio)