

HARTLEY PARISH COUNCIL

The Parish Council Office, Hartley Library, Ash Road, Hartley, Longfield, Kent DA3 8EL
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1st July 2008

Dear Councillor

You are invited to attend a meeting of the Burial Grounds and Gardens of Remembrance Committee to be held on **Monday 7th July 2008** commencing at **9.00 a.m.** at **Hartley Library, Ash Road.**

Yours sincerely

Julie Hoad
Proper Officer

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 Grounds and Gardens of Remembrance Committee held on 17th June 2008 as a correct record. (Annexed).

4. Exclusion of the press and public

Under the Public Bodies (Admissions to Meetings) Act 1960, it may be necessary to exclude the press and public from the meeting during consideration of agenda item 5, "New Burial Ground" on the grounds that the likely disclosure of exempt information will prejudice the public interest by reason of the confidential nature of the business to be transacted.

5. New Burial Ground

To consider a progress report on the preparation of the Council's application to the Lands Tribunal to modify the restrictive covenants at Manor Field to establish a burial ground and to consider the appointment of legal advisors to act on the Parish Council's behalf at the Lands Tribunal.

6. Date of the next meeting

List of circulated documents

1. Minutes of the meeting of the Burial Grounds and Gardens of Remembrance Committee held on 17th June 2008
2. Report on legal advice and representation in respect of an application to the Lands Tribunal to modify the restrictive covenants at Manor Field.

Committee membership

Cllr Mr A Barnett
Cllr Mr J Gaywood (ex-officio)
Cllr Mr J Minns
Cllr Mrs A Oxtoby

Cllr Mrs J Burns
Cllr Mr M Harris (ex officio)
Cllr Mr B Ramsay

TERMS OF REFERENCE

Burial Grounds and Garden of Remembrance Committee

1. To ensure the Burial Ground and Gardens of Remembrance remain areas of peace and tranquillity for the benefit of the residents.
2. To make arrangements for the general maintenance of the Burial Ground and Gardens of Remembrance subject to the approval of the Parish Council.
3. To be responsible for the display and notification of the Parish Council approved Rules and Regulations and ensure these are observed.
4. To work towards establishing a new Burial Ground and obtain the necessary costings.

Delegated Powers

1. To authorise expenditure on those matters which fall within the responsibility of the Committee up to the sums contained in the annual budget approved by the Council, provided that any new schemes shall be subject to prior approval in principle by the Council.
2. The Clerk, in consultation with the Chairman of the Burial Ground and Gardens of Remembrance Committee, be authorised to approve applications to place memorials, inscriptions and additional inscriptions on memorials in the Burial Ground and to approve applications to place plaques and tablets in the Garden of Remembrance, provided such applications comply with the Council's rules and regulations.

Approved by the Council at the Annual meeting held on 12th May 2008