

HARTLEY PARISH COUNCIL

The Parish Council Office, Hartley Library, Ash Road, Hartley, Longfield, Kent DA3 8EL
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25th November 2010

Dear Councillor

You are invited to attend a meeting of the Burial Grounds and Gardens of Remembrance Committee to be held on **Wednesday 1st December 2010** commencing at **4.00p.m.** at **Hartley Library, Ash Road.**

Yours sincerely

Julie Hoad

Proper Officer

A visual inspection of Hartley Burial Ground and the Closed Churchyard will take place at 3.30 p.m. on 1st December 2010. Members are invited to convene at Hartley Burial Ground.

AGENDA

1. Apologies for absence

To receive apologies for absence.

2. Declarations of Interest

To receive Members' declarations of interest.

3. Minutes

(WHITE)

To approve the minutes of the meeting of the Burial Grounds and Gardens of Remembrance Committee held on 6th October 2010 as a correct record. (Annexed).

4. Financial Report

(BLUE)

To receive and note a financial report indicating the current net position of the Burial Grounds and Gardens of Remembrance Committee as at 25th November 2010. (Annexed).

Background document

Financial report dated 25th November 2010.

5. Hartley Burial Ground

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

(b) To consider a letter dated 19th October 2010 from a resident of the parish requesting permission for a plaque to be placed in the Garden of Remembrance in

memory of her late son or if this was not permissible to seek permission for her son's ashes to be interred in the new Garden of Remembrance. (Annexed).

Background documents

Letter dated 19th October 2010 from a resident (**GREEN**)

Rules relating to the Garden of Remembrance as approved by Council 11th October 2010 (**PINK**)

Letter dated 1st November 2010 from HPC

(c) To receive and note a letter dated 22nd October 2010 in respect of the interment of ashes of the late Edith Day. (Annexed).

Background documents

Letter dated 22nd October 2010 from a relative of the late Edith Day (**YELLOW**)

Letter dated 1st November 2010 from HPC

6. Garden of Remembrance

To consider any matters arising from the visual inspection of the Garden of Remembrance.

7. New Garden of Remembrance

To consider any matters arising from the visual inspection of the new Garden of Remembrance.

8. Closed Churchyard

(a) To consider any matters arising from the visual inspection of the Closed Churchyard.

(b) To consider quotations received in respect of the renovation of the noticeboard in the Closed Churchyard.

(c) To receive a report on the Dedication Service in respect of the extension at All Saints Church which was held on 28th November 2010.

9. New Burial Ground

To update Members on progress to provide a new Burial Ground at Manor Field.

10. Date of Next Meeting

List of circulated documents

1. Minutes of the meeting of the Burial Grounds and Gardens of Remembrance Committee held on 6th October 2010. **(WHITE)**
2. Financial report indicating the current net position of the Burial Grounds and Gardens of Remembrance Committee as at 25th November 2010. **(BLUE)**
3. Letter dated 19th October 2010 from a resident in respect of interment of ashes of the late Robin McVittie **(GREEN)**
4. Rules relating to the Gardens of Remembrance as approved by the Council on 11th October 2010 **(PINK)**
5. Letter dated 22nd October 2010 from a relative of the late Edith Day **(YELLOW)**

Committee membership

Cllr A Barnett
Cllr R Coates
Cllr Mr J Minns
Cllr Mr B Ramsay

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