



Saltash Town Council

Konsel An Dre Essa



The Guildhall
12 Lower Fore Street
Saltash
PL12 6JX
Telephone: 01752 844846
www.saltash.gov.uk

2 February 2022

Dear Councillor

I write to summon you to the **Meeting of the Joint Burial Board Committee** to be held at the Guildhall on **Tuesday 8th February 2022 at 6.00 pm.**

All persons must wear a face covering unless medically exempt when entering the Guildhall building and in communal areas. Councillors can remove face covering once seated, members of the public and press are to continue wearing a face covering.

Prior to attending Town Council meetings please review the Guildhall Covid-19 Physical Face to Face Council Meetings Risk Assessment here: <https://modern.saltash.gov.uk/documents/s3207/Guildhall%20Covid-19%20Physical%20Face%20to%20Face%20Council%20Meetings%20Risk%20Assessment.pdf> .

We ask everyone to respect each other's space and to consider their own unique circumstances before attending Town Council meetings. Please do not attend if you feel unwell or tested positive for Covid-19.

The meeting is open to the public and press. Any member of the public requiring to put a question to the Town Council must do so 24 hours prior to the meeting by email enquiries@saltash.gov.uk

Yours sincerely,

S Burrows
Acting Town Clerk

To Councillors:

J Dent S Lennox-Boyd B Samuels (Co-Chair) D Yates L Maddock S McKee (Co-Chair) M Wills	All other Councillors for information
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Agenda

1. Apologies
2. Declarations of Interest:
 - a. To receive any declarations from Members of any registerable (5A of the Code of Conduct) and/or non-registerable (5B) interests in matters to be considered at this meeting.
 - b. Acting Town Clerk to receive written requests for dispensations prior to the start of the meeting for consideration.
3. Questions - A 15-minute period when members of the public may ask questions of Members of the Council.

Please note: Any member of the public requiring to put a question to the Council must do so 24 hours prior to the meeting by writing or email.
4. To receive and approve the minutes from the Joint Burial Board meeting held on Tuesday 12th October 2021 as a true and correct record. (Pages 4 - 8)
5. To receive the current Committee budget statement. (Page 9)
6. To consider Risk Management reports as may be received.
7. Health & Safety.
8. Correspondence.
9. To receive a report from Saltash Environmental Action (SEA) on the work to establish wildflowers at St Stephens Churchyard. (Page 10)
10. To receive a report and consider supporting the Firefighters Graves at St Stephens Church (Pages 11 - 12)
11. To receive a report from the Service Delivery Department. (Page 13)
12. Health and Safety Announcements
13. Public Bodies (Admission to Meetings) Act 1960:
To resolve that pursuant to Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960 the public and press leave the meeting because of the confidential nature of the business to be transacted. (As required or if necessary).
14. To consider any items referred from the main part of the agenda.
15. Public Bodies (Admission to Meetings) Act 1960:
To resolve that the public and press be re-admitted to the meeting.

16. To consider urgent non-financial items at the discretion of the Chairman.
17. To confirm any press and social media releases associated with any agreed actions and expenditure of the meeting.

Date of next meeting: Tuesday