



# ***Saltash Town Council***

***Konsel An Dre Essa***



*The Guildhall  
12 Lower Fore Street  
Saltash  
PL12 6JX  
Telephone: 01752 844846  
[www.saltash.gov.uk](http://www.saltash.gov.uk)*

30 June 2021

Dear Councillor

I write to summon you to the meeting of **Joint Burial Board Committee** to be held on the **St Stephens Church followed by a site visit. on Tuesday 6th July 2021 at 6.00 pm.**

The meeting is open to members of the public and press, however, **please note** due to Covid-19 safe working practices St Stephens Church asks members of the public and press attending to wear a face covering when situated inside the Church, use hand sanitizer provided, provide contact details for track and trace purposes and adhere to social distancing. We ask that all attendees consider their own unique circumstances before attending.

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](mailto:enquiries@saltash.gov.uk)

Yours sincerely,

PP R Lane  
Town Clerk

**To Councillors:**

<b>Essa</b>	<b>Tamar</b>	<b>Trematon</b>	<b>St Stephens Church</b>
R Bickford	L Challen	S Miller	B Jones (Co Chairman)
R Bullock	J Dent	B Samuels (Co Chairman)	M Wills
G Challen	S Gillies	G Taylor	S Mckee
M Griffiths	S Martin	D Yates	
A Pinckney	J Peggs		
Vacancy	P Samuels		

**Observers:**

D Fowell - PFS Funeral Director.  
R Parson Hub Manager - The Co-operative Funeralcare.  
S Watt - Westcountry Funeral Services Ltd.

## Agenda

1. Health and Safety Announcements
2. STC Members to elect a Co-Chairman.
3. St Stephens Members to elect a Co-Chairman.
4. Apologies
5. 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. Town Clerk to receive written requests for dispensations prior to the start of the meeting for consideration.
6. 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.

7. To receive and approve the minutes from the Joint Burial Board meeting held on 9th February 2021 as a true and correct record. (Pages 4 - 7)
8. Finance:
  - a. To receive the current Committee budget statement (Page 8)
9. Health & Safety
10. To consider Risk Management reports as may be received.
11. Correspondence.
12. To receive a report from the Service Delivery Department. (Pages 9 - 11)
13. To receive an update from the P.C.C regarding wildflower and grass cutting schedules.  
**(Pursuant to JBB held on 13.10.20 minute nr. 11/20/21 C and E)**  
**(Pursuant to JBB held on 9.02.21 minute nr. 33/20/21 / 36/20/21)**
14. To receive an update from the P.C.C regarding the registration of the Churchyard as closed.  
**(Pursuant to JBB held on 9.02.21 minute nr. 35/20/21)**

15. 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).
16. To consider any items referred from the main part of the agenda.
17. Public Bodies (Admission to Meetings) Act 1960:  
To resolve that the public and press be re-admitted to the meeting.
18. To consider urgent non-financial items at the discretion of the Chairman.
19. To confirm any press and social media releases associated with any agreed actions and expenditure of the meeting.

Date of next meeting:                      To be confirmed.