



# **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)

19 October 2022

Dear Councillor

I write to summon you to the **Meeting of the Joint Burial Board Committee** to be held at St Stephens Church followed by a site visit on **Tuesday 25th October 2022 at 3.00 pm.**

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 by **12 noon the day before the meeting** either by email to [enquiries@saltash.gov.uk](mailto:enquiries@saltash.gov.uk) or sent to The Guildhall, 12 Lower Fore Street, Saltash PL12 6JX. Please provide your full name and indicate if you will be present at the meeting.

Yours sincerely,

S Burrows  
Town Clerk

**To Councillors:**

R Bullock J Dent (Co-Chair) S Lennox-Boyd D Yates R Magrath (Co-Chair) L Maddock S McKee M Wills	Other members of the Council for information
-----------------------------------------------------------------------------------------------------------------------	----------------------------------------------

## Agenda

1. Health and Safety Announcements.
2. Apologies.
3. 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. The Town Clerk to receive written requests for dispensations prior to the start of the meeting for consideration.
4. Questions - A 15-minute period when members of the public may ask questions of Members of the Joint Burial Board Committee.  
Please note: Any member of the public requiring to put a question to the Town Council must do so by 12 noon the day before the meeting.
5. To receive and approve the minutes from the Joint Burial Board meeting held on Tuesday 28th June 2022 as a true and correct record. (Pages 4 - 8)
6. To receive the Joint Burial Board budget statement and consider any actions and associated expenditure. (Page 9)
7. To set the Joint Burial Board budget for the year 2023/24 recommending to Policy and Finance Committee. (Page 10)
8. To consider Health and Safety reports as may be received.
9. To consider Risk Management reports as may be received.
10. To receive a report from the Service Delivery Department and consider any actions or associated expenditure. (Page 11)
11. To receive an update on the provision and maintenance of memorial benches and consider any actions and associated expenditure. (Page 12)  
**(Pursuant to P&F held on 7.09.21 minute nr 72/21/22 and JBB held on 28.06.22 minute nr. 12/22/23)**
12. To receive an update on the P.C.C registering the churchyard as closed and consider any actions and associated expenditure. (Pages 13 - 17)  
**(Pursuant to JBB held on 6.7.21 minute nr 13/20/21 and JBB held on 28.06.22 minute nr. 13/22/23)**

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 28 February 2023 6.00 pm