



# ***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 September 2023

Dear Councillor

I write to summon you to an **Extraordinary Burial Authority Committee meeting** to be held at the Guildhall on **Monday 25th September 2023 at 6.30 pm.**

The meeting is open to members of 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,

Councillor Dent  
Chairman of Burial Authority

To:

| <b>Essa</b>   | <b>Tamar</b>      | <b>Trematon</b>          |
|---|-------------------|--------------------------|
| R Bullock<br>J Foster<br>M Griffiths<br>S Lennox-Boyd | J Dent (Chairman) | S Miller (Vice-Chairman) |

## 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 Council.

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 Burial Authority meeting held on 23rd May 2023 as a true and correct record. (Pages 3 - 8)
6. To receive the Burial Authority Committee budget statement and recommendation from the Policy and Finance Committee and consider any actions and associated expenditure. (Pages 9 - 10)
7. To receive a report on Churchtown Cemetery Management Policy and Regulations and consider any actions and associated expenditure. (Pages 11 - 13) **(Pursuant to BA held on 23.05.23 minute nr. 12/23/24)**
8. To receive a request from Anthony Estates for the use of Churchtown Cemetery and consider any actions and associated expenditure. (Pages 14 - 18)
9. To confirm any press and social media releases associated with any agreed actions and expenditure of the meeting.

Date of Next Meeting: Tuesday 24 October 2023 at 6.30 pm