



Saltash Town Council

Konsel An Dre Essa



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

22 April 2026

Dear Councillor

I write to summon you to the **Meeting of Burial Authority Committee** to be held at the Guildhall on **Tuesday 28th April 2026 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 **no later than three working days before the meeting** either by email to enquiries@saltash.gov.uk or via The Guildhall, 12 Lower Fore Street, Saltash PL12 6JX.

Please note if Councillors have any questions on the business to be transacted at this meeting the Clerk must be notified **no later than 12 noon the before the meeting.**

Yours sincerely,

S Burrows
Town Clerk / RFO

To:

A Ashburn (Vice-Chairman) R Bullock (Chairman) G McCaw S Miller B Samuels B Stoyel	All other Councillors 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. Public Questions - A 15-minute period when members of the public may ask questions of the Town Council.
Please note: Any member of the public requiring to put a question to the Town Council must do so by email or via The Guildhall **no later than three days before the meeting.**

Members of the public are advised to review the Receiving Public Questions, Representations and Evidence at Meetings document prior to attending the meeting.
5. To receive and approve the minutes from the Burial Authority meeting held on 14 October 2025 as a true and correct record. (Pages 4 - 8)
6. To receive the Burial Authority Committee budget statement and consider any actions and associated expenditure. (Page 9)
7. To consider Risk Management reports as may be received.
8. To consider Health & Safety reports as may be received.
9. To receive a report from the Service Delivery Department and consider any actions and associated expenditure.
10. To receive a report on Exclusive Rights of Burial renewals and consider any actions and associated expenditure. (Pages 10 - 11)
11. To receive amendments to the Churchtown Cemetery Management Procedures and consider actions. (Pages 12 - 23)
12. To receive an update on the Law Commission Burial and Cremation Consultation 2024 and consider any actions. (Pages 24 - 25)

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 confirm any press and social media releases associated with any agreed actions and expenditure of the meeting.

Date of Next Meeting: Thursday 22 October 2026 at 6.30 pm