



Saltash Town Council

Konsel An Dre Essa



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

9 October 2026

Dear Councillor

I write to summon you to the **Meeting of the Joint Burial Board Committee** to be held at the Guildhall on **Thursday 15th October 2026 at 5.30 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 Councillors:

Rev L Bushell Hawke (Ex Officio Chairman) R Bullock J Peggs B Samuels B Stoyel (Deputy Chairman) L Batham Vacancy (PCC)	Other members of the Council for information
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Agenda

1. Civility and Respect Pledge Reminder.

The Town Council has adopted the Civility and Respect Pledge. Members are reminded of their obligations under the Code of Conduct. Debate is to be respectful, focused on the issues, and conducted in accordance with the Code of Conduct.

2. Health and Safety Announcements.

3. Apologies.

4. 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.

5. Public 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 email or via The Guildhall **no later than three working 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.

6. To receive and approve the minutes from the Joint Burial Board meeting held on 10 February 2026 as a true and correct record. (Pages 4 - 6)

7. To consider Health & Safety reports as may be received.

8. To consider Risk Management reports as may be received.

9. To receive the Joint Burial Board budget statement and consider any actions and associated expenditure. (Page 7)

10. To receive a report from the Service Delivery Department and consider any actions and associated expenditure. (Pages 8 - 13)

11. To receive an update on the P.C.C registering the churchyard as closed and consider any actions and associated expenditure.



12. To set the Fees and Charges for the year 2027/28 recommending to the Policy and Finance Committee. (Page 14)
13. To set the Joint Burial Board budget for the year 2027/28 recommending to the Policy and Finance Committee. (Page 15)
14. 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).
15. To consider any items referred from the main part of the agenda.
16. Public Bodies (Admission to Meetings) Act 1960:
To resolve that the public and press be re-admitted to the meeting.
17. To confirm any press and social media releases associated with any agreed actions and expenditure of the meeting.

Date of next meeting: Thursday 18 February 2027 6.00 pm