



**A Meeting of the West Hoe Cemetery Management Committee
will be held in the Ruby Room at the Jubilee Hall, Little Shore Lane,
Bishop's Waltham, SO32 1ED
on Thursday 24th August 2023 at 6.00pm.**

**The meeting will be open to the press and public unless the Committee direct otherwise.
All papers/reports are available from the Council offices (except where classified as confidential).**

Agenda

1. To receive and accept apologies for non-attendance.
2. To receive any Declarations of Disclosable Pecuniary interests relating to items on this agenda.
3. To receive any personal, pecuniary and non-pecuniary interests relating to items on this agenda.
4. Public Session *(for information only)*.
5. Grounds/Funeral Director Reports.
6. Approval of the minutes of the meeting of the 22nd June 2023.
7. Actions Arising from the meeting of the 22nd June 2023.
For information only.
8. To consider finance matters:
 - i) To approve payments made.
 - ii) Bank Reconciliations June and July 2023 for acceptance.
 - iii) Bank Reconciliations Savings Account May and June 2023 for acceptance.
 - iv) To note Financial Position year to date.
 - v) To consider Cash Flow forecast.
 - vi) Cashbook for Savings Account.
9. Job description for the Clerk to the Committee – for consideration.
10. Grid Plan for Natural Burial Site – for consideration.
11. Pre purchase of plots – for consideration.
12. Cemetery update *(for information only)*.
13. Requests for future agenda items *(for information only)*.
14. Date of next meeting – 26th October 2023.
15. Motion for confidential business:
The following motion will be moved on the completion of the above business: That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the public and press be temporarily excluded, and they are instructed to withdraw in accordance with the provisions of the Public Bodies (Admissions to Meetings) Act 1960.
16. Groundsman's Shed update and installation quotations for consideration.
17. Clerk's Report for consideration.

L Edge
Clerk to the Committee.
15.8.23