



**A Meeting of the West Hoe Cemetery Management Committee
will be held at Steels Funeral Directors, Victoria Road, Bishop's Waltham
on Thursday 4th April 2024 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 25th January 2024.
7. Actions Arising from the meeting of the 25th January 2024.
For information only.
8. To consider finance matters:
 - i) To approve payments made.
 - ii) Bank Reconciliations December 2023, January 2024 and February 2024 for acceptance.
 - iii) Bank Reconciliations Savings Account December 2023, January 2024 and February 2024 for acceptance.
 - iv) To note Financial Position year to date.
 - v) To consider Cash Flow forecast.
 - vi) Cashbook for Savings Account.
9. Internal Auditor Report – for acceptance.
10. Financial Risk Assessment - for approval.
11. Pet Cemetery – update and to consider further actions.
12. Request for tree in Natural Burial Site – for consideration.
13. Cemetery Tidy – to agree a date.
14. Cemetery update *(for information only)*.
15. Requests for future agenda items *(for information only)*.
16. Date of next meeting – 23rd May 2024.
17. 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.
18. Correspondence for consideration.

L Edge
Clerk to the Committee
20.3.24