



**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 23rd May 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. Election of Chairman of the Committee (Bishop's Waltham Councillor).
2. Election of Vice Chairman of the Committee (Swanmore Councillor).
3. To receive and accept apologies for non-attendance.
4. To receive any Declarations of Disclosable Pecuniary interests relating to items on this agenda.
5. To receive any personal, pecuniary and non-pecuniary interests relating to items on this agenda.
6. Public Session (*for information only*).
7. Grounds/Funeral Director Reports.
8. Approval of the minutes of the meeting of the 4th April 2024.
9. Actions Arising from the meeting of the 4th April 2024.
For information only.
10. To consider finance matters:
 - i) Accounts Y/E 31.3.24 for approval and Internal Auditor's Report for acceptance.
 - ii) To approve payments made since last meeting.
 - iii) Bank Reconciliation March 2024 for acceptance.
 - iv) Bank Reconciliations Savings Account March 2024, for acceptance.
 - v) To note Financial Position year to date.
 - vi) To consider Cash Flow forecast.
 - vii) Cashbook for Savings Account.
11. Bench Request – for consideration.
12. Insurance clarification – for consideration.
13. Cemetery update (*for information only*).
14. Requests for future agenda items (*for information only*).
15. Date of next meeting – 25th July 2024.
16. 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.
17. Memorials – for consideration.
18. Staffing Matters – for consideration.

L Edge
Clerk to the Committee
8.5.24