



**A Meeting of the West Hoe Cemetery Management Committee  
will be held in the Ruby Room of the Jubilee Hall,  
Bishop's Waltham, SO32 1ED  
on Thursday 17<sup>th</sup> July 2025 at 6pm.**

**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 12<sup>th</sup> June 2025.
7. Actions Arising from the meeting of the 12<sup>th</sup> June 2025 (*for information only*).
8. Finance matters:
  - i) To approve payments made.
  - ii) Bank Reconciliations April 2025 and May 2025 for acceptance.
  - iii) Bank Reconciliations Savings Account April 2025 and May 2025 for acceptance.
  - iv) To note Financial Position year to date.
  - v) Income and Expenditure Forecast – to note current position.
  - vi) Cost Centre Report – to note current position.
9. Report from Meeting with Stonemason Regarding Legers – *for consideration*.
10. Report from Meeting with Parish Councils to Discuss Internal Audit Report – *for consideration*.
11. Cemetery Update – *for information*.
12. Plots Layout in Section C and Spoil Pile Location – *for consideration*.
13. Requests for future agenda items (*for information only*).
14. 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.**
15. Shed Base Quotations – *for consideration*.
16. Shed Prices – *for consideration*.
17. Quotation for Entrance Gate Repairs - *for consideration*.
18. Date of next meeting – 11<sup>th</sup> September 2025, 6pm.

*C. Wilkinson*  
Clerk to the Committee  
09.07.25