



**A Meeting of the West Hoe Cemetery Management Committee will be held at
the Swanmore Parish Council Office, Hollythorns House, New Road, Swanmore, SO32 2NW
on Thursday 11th September 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 17th July 2025
7. Actions Arising from the meeting of the 17th July 2025 (for information only)
8. Finance matters:
 - i) To approve payments made
 - ii) Bank Reconciliations June 2025 and July 2025 - *for acceptance*
 - ii) Bank Reconciliations Savings Account June 2025 and July 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*
 - vii) Annual Recharges – *for approval*
9. Draft of New Agreement Between Councils and Committee Terms of Reference – *for consideration*
10. Headstone Survey – *for consideration*
11. Cemetery Tidy – *to agree a date*
12. Cemetery Update – *for information*
13. Updated Cemetery Regulations – *for approval and adoption*
14. Requests for future agenda items (*for information only*)
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. Staffing Matters – *for consideration*
17. Cemetery Regulations Infringements – *for consideration*
18. Prices of Vehicle Access Control Bollard – *for consideration*
19. Date of next meeting – 13th November 2025, 6pm

C. Wilkinson
Clerk to the Committee
04.09.25