

# Bures Joint Cemetery Authority

Clerk:  
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## Notice of Cemetery Authority Meeting

Dear Member

You are hereby summoned to attend the meeting of Bures Joint Cemetery Authority on Monday 11<sup>th</sup> March 2024 at The Garrad Room, Bures Community Centre, Nayland Road at 7.30pm.

**THE PRESS AND PUBLIC ARE CORDIALLY INVITED**

### Agenda

- 1. Apologies for Absence**
- 2. Register of Interests and Dispensation Requests**  
To declare any 'Pecuniary' and Non pecuniary' interest
- 3. Minutes of the previous meeting of 8<sup>th</sup> January 2024 to be confirmed and signed (previously circulated)**
- 4. Public Forum – 15 minutes maximum public participation**  
3 minutes for individual contributions unless agreed by the Chair  
The public are invited to give views and question the Committee on issues on this agenda, or raise issues for consideration of inclusion at future meetings.
- 5. Inspector's Asset & Risk Assessment report:** Cllr McCrory  
**Inspector's Memorial Stability checklist report:** Cllr McCrory  
**Next Inspector:** Cllr McAndrew

**6. Matters arising which do not appear elsewhere on the agenda**

**a) Trees:**

- 1) To report on Lime trees and laurel hedges
- 2) Sequoia trunk – climbing plant
- 3) to report on tree inspections
- b)** To report on removal of grasscuttings
- c)** To report on Wild flower meadow
- d)** To discuss repair/renewal of Teasel field boundary fence
- e)** To advise on suggested solution for map encasing
- f)** To discuss compliance of lawn cemetery grave regulations
- g)** Gravel grids for parking bay
- h)** Water standpipe repairs
- i)** Contractor works (see attached)

**7. Finance and Audit Matters**

- a)** Finance & budget monitoring report – circulated
- b)** Bank reconciliation and verifying bank statements – circulated and for signing by the Chairman and a non-signatory member

**8. Grounds Maintenance Contracts**

- a)** Review of Authority contractor's contract- termination date 31<sup>st</sup> March 2024  
- to discuss interests received and agree preferred Contractor for coming season

**9. Correspondence**

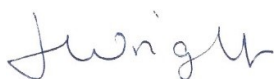
Valuation Office – Request for information form

**10. Interments/ashes interments/memorial applications**

Ashes memorial of the late D & B Delmonte  
Memorial of the late David Vango  
Ashes interment of the late Dulcie Cardy  
Additional inscription of the late Dulcie Cardy

**11. Brief information & exchange for next agenda items**

- 12. Date of next meeting:** Next committee meeting: Monday 17<sup>th</sup> June 2024  
at 7.30pm at the Garrad Room, Bures Community Centre, Nayland Road  
Future meeting dates 2024: Monday 9<sup>th</sup> September  
Future meeting dates to be agreed 2025: : Monday 13<sup>th</sup> January, 10<sup>th</sup> March,  
9<sup>th</sup> June, 8<sup>th</sup> September  
Site meeting – Saturday 15<sup>th</sup> June 2024



Mrs Jenny Wright  
Clerk to the Cemetery Authority  
4<sup>th</sup> March 2024