

**To: Members of Chobham Burial Committee**

You are summoned to the Ordinary Meeting of the Chobham Burial Committee to be held on **Tuesday 27th August 2019 at 7.30pm** at the Parish Pavilion, Recreation Ground, Station Road, Chobham, GU24 8AJ



**Parish Clerk**

**Meeting called on 21st August 2019**

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**AGENDA**

- 1. APOLOGIES FOR ABSENCE**
- 2. DECLARATIONS OF INTEREST** Members are invited to declare any interests they may have with respect to matters that are to be considered at the meeting.
- 3. To APPROVE the minutes of the meeting of 5th June 2019**
- 4. INTERMENTS & MEMORIALS**
  - a. To note the following interments:

M78	H Stapleton	24 <sup>th</sup> June 2019
K100	M Bostock	24 <sup>th</sup> July 2019
K99	W Crawl	7 <sup>th</sup> August 2019
P31	D Daborn	10 <sup>th</sup> August 2019
M31	J Gale	21 <sup>st</sup> August 2019
  - b. To note the following booked interments, taking place after the meeting:  
None
  - c. To note the following future purchases:  
K101 R Giles
  - d. To note the following pre-approved memorials and inscriptions:  
L38 G Trinder
  - e. To consider any other interments and memorials that have arrived too late for inclusion in the above list (distributed at the meeting.)
- 5. To RECEIVE an update from the Clerk - to report only**
- 6. FINANCIAL STATEMENT AND PAYMENT OF ACCOUNTS**
  - a. To **APPROVE** payments since 5<sup>th</sup> June 2019
  - b. To **NOTE** bank reconciliations as at 30<sup>th</sup> June and 31<sup>st</sup> July 2019
  - c. To **NOTE** income and expenditure statement as at 30<sup>th</sup> June and 31<sup>st</sup> July 2019
  - d. To **NOTE** balance sheet as at 30<sup>th</sup> June 2019
  - e. To **APPROVE** authorised bank signatories for Chobham Burial Committee
- 7. To APPROVE** the purchase of grave markers for section K and P of the cemetery
- 8. To DISCUSS** the risk assessment report of the Cemetery
- 9. To DISCUSS** the tree report for the oak tree in the new cemetery
- 10. AGENDA PLANNING:** planting trees/bulbs western area of cemetery
- 11. DATE OF NEXT MEETING: To be arranged**

**The Council resolves to exclude the press and public from the Meeting at this point prior to the consideration of the following item by reason of the confidential nature of the business to be transacted.**

**CONFIDENTIAL**

- 12. To APPROVE** the confidential minutes of the meeting held on 5<sup>th</sup> June 2019
- 13. To DISCUSS** the western boundary of the cemetery with the neighbour's land
- 14. To DISCUSS** the quotations for repairs to the road to the Cemetery
- 15. To DISCUSS** acquiring land for a future burial ground