

# STOTFOLD TOWN COUNCIL

Greenacre Centre, Valerian Way, Stotfold, SG5 4HG  
01462 730064 [enquiries@stotfoldtowncouncil.gov.uk](mailto:enquiries@stotfoldtowncouncil.gov.uk)



9<sup>th</sup> November 2023

**Members of the Cemetery Management Committee:** Councillor J Hyde (Chairman), Mrs. T Bhasin, S Buck, Mrs. M Cooper, S Dhaliwal, S Hayes, J Headington.

**You are hereby summoned** to attend the Cemetery Management Committee meeting to be held in the Council Chamber, Greenacre Centre, Stotfold on **Wednesday 15<sup>th</sup> November 2023 at 7.00pm** for the purpose of transacting business detailed in the agenda.

**E Payne**  
**Town Clerk**

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#### **Members of the public:**

**You are now able to observe our meetings by joining via MS Teams. Join on your computer or mobile app** [Click here to Join Meeting](#). Please note, our meetings may be recorded for minute taking purposes, and will be deleted after minutes are approved.

Members of the public are invited to observe the meeting and may participate at the 'public section' agenda item. As per Standing Orders, if you wish to speak, you must notify the Town Clerk of your intention prior to the start of the meeting (contact in advance [enquiries@stotfoldtowncouncil.gov.uk](mailto:enquiries@stotfoldtowncouncil.gov.uk) or 01462 730064 or you will be asked at the appropriate point in the agenda if unable to give prior indication).

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## AGENDA

### **1. Apologies for absence**

To receive and accept apologies for absence.

### **2. Disclosures of Members Interests and Dispensations**

Members are reminded of their obligations to declare interests in accordance with the Code of Conduct. The Town Clerk will report any dispensation requests received. Where a matter arises which relates to a Councillor's interest, the Councillor has the responsibility to declare that interest in accordance with the adopted Code of Conduct.

a) Members to declare interests in respect of any item on the agenda

b) Proper Officer to consider written requests from members for dispensations

Members are reminded that if at any time during the meeting they feel they have an interest in an item being discussed, they should declare it at that point.

### **3. Public section (max. 15 minutes)**

Members of the public may speak on matters of concern, ask questions or make statements (maximum of 3 minutes per speaker), after giving notice of their wish to do so to the Town Clerk prior to the meeting. Order of speakers will be in order of notification.

[Public Participation Policy](#) applies.

**4. Minutes of previous meeting**

Members are asked to resolve that the minutes of the Cemetery Management Committee meeting held on 18<sup>th</sup> October 2023 are a correct record.

**5. Clerk's Report, correspondence received and matters arising for information**

To receive an update on the following items:

- Removal of Box Hedges – work booked with Steve Dear for early January 2024
- Skip Area – hard stand being laid on 14<sup>th</sup> November.

**6. REPORTS TO COMMITTEE**

**6.1 Budget 2024-25**

- a) To receive this Committee's budget and recommend it to Establishment Committee
- b) To review fees and charges

**6.2. Planting at Walled Garden of Rest**

To receive a report on planting at the Walled Garden of Rest

**6.3. Wild Flower Areas at Garden of Rest**

To consider the previous proposal for wild flower areas at the Garden of Rest.

**6.4 Spraying of Box Plants**

To receive a report on the prevention of box blight in the cemetery

**6.5. Cemetery Gate security**

To discuss security at the Cemetery including the issuing of keys.

**6.6. Diana Rose Arch**

To discuss replacements for the Rose Arch

**6.7 Work Programme**

To receive the Work Programme for this Committee

**7. Items for information purposes, relevant to this Committee only.**

**8. Date of Next Meeting**

17 January 2024