



OXTED PARISH COUNCIL - BURIAL GROUND COMMITTEE

Notice is hereby given of the meeting of Oxted Parish Council Burial Ground Committee, to be held via the on-line TEAMS remote set-up on Tuesday 8th September 2020 at 6:00pm, which Councillors are summonsed to attend.

Mrs Maureen Gibbins
Clerk to Oxted Parish Council
Maureen B Gibbins

Members of the public and press have a right, and are welcome to attend this meeting however needs to notify the Clerk in advance

A G E N D A

1. **Apologies for absence:** to receive and accept apologies for absence
2. **Declarations of Disclosable Pecuniary Interest:** *To receive any disclosure by members of personal interests in matters on the agenda, the nature of any interests, and whether the member regards the interest to be pecuniary under the terms of the Code of Conduct. Members are reminded of the need to repeat their declaration immediately prior to the commencement of the item in question. Anyone with an interest must, unless an exception applies, or a dispensation has been issued, withdraw from the meeting.*
3. **Public session:** *a period of up to, but no longer than 15 minutes, to hear questions or statements from members of the public. Individuals are allowed to speak for a maximum of 3 minutes.*
4. **Matters arising from the Councillors inspection of the burial ground prior to the meeting**
5. **Burial Ground**
 - Burial Process
 - Records Management
 - Tree works
 - Entrance gates
 - Working group set up
 - Security issues
6. **Burial Account**
Receipts and Payments schedule
7. **Future Works**

Committee members, where possible and with their safety and social distancing in mind, to complete an inspection of the burial ground prior to the meeting.

Date of next meeting will be held on Tuesday 10th November 2020 at 6.00 pm.
Copies of Parish Council minutes are held by the Clerk and are available on the Parish Council web-site: www.oxted-pc.org.uk
Mrs M Gibbins, Parish Clerk, Tel: 07510 226989