



## OXTED PARISH COUNCIL - BURIAL GROUND COMMITTEE

Notice is hereby given of the meeting of Oxted Parish Council Burial Ground Committee, to be held at Hurst Green School on Tuesday 20<sup>th</sup> July 2021 at 6:00pm, which Councillors are summonsed to attend.

Cllr Denize Wallace  
Cllr Katherine Saunders  
Cllr Peter Giles

Cllr Barbara Harling  
Cllr Liz Parker  
Cllr Matt Sapsford

12<sup>th</sup> July 2021

Mrs Maureen Gibbins  
Clerk to Oxted Parish Council  
*Maureen B Gibbins*

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### A G E N D A

1. **Election of Chairman and Vice-Chairman**
2. **Apologies for absence:** to receive and accept apologies for absence.
3. **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.*
4. **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.*
  - On-line demonstration from OPUS
5. **Matters arising from the Councillors inspection of the burial ground prior to the meeting.**
6. **Burial Ground**
  - Communications from residents
  - Roundabout planting
  - Records Management
  - Estimate for roundabout works
  - Burial Ground Fees
  - Review of risk assessment
7. **Burial Account**  
Receipts and Payments schedule
8. **Future Works**

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Committee members, where possible and with their safety in mind, to complete an inspection of the burial ground prior to the meeting. It will not be possible to meet at the burial ground in advance of the meeting due to the meeting being held at Hurst Green School

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Date of next meeting will be held on Tuesday 21<sup>st</sup> September 2021 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](http://www.oxted-pc.org.uk) Mrs M Gibbins, Parish Clerk, Tel: 07510 226989