



## **THETFORD TOWN COUNCIL**

TOWN CLERK: Maurice Howard

Council Offices  
King's House  
Thetford  
Norfolk  
IP24 2AP

Tel: 01842 754247

3<sup>rd</sup> March 2016

### **CEMETERY COMMITTEE**

A meeting of this Committee will take place in the Council Chamber, King's House, Thetford, on Thursday 10<sup>th</sup> March 2015 starting at 11:30 p.m.

Town Clerk

#### **AGENDA**

- 987/15      **DECLARATIONS OF ANY DISCLOSABLE PECUNIARY INTERESTS**  
To receive any additional interests.
- 988/15      **APOLOGIES FOR ABSENCE**  
To receive.
- 989/15      **MINUTES**  
To confirm the minutes of the Committee's meeting held on 10<sup>th</sup> September 2015, as received by the Council on 22<sup>nd</sup> September 2015 to be confirmed as a true record and signed/initialled by the Committee Chairman.
- 990/15      **PRESENTATION BY THETFORD REMEMBERS**  
David Osbourne to present on behalf of Thetford Remembers about information boards for the war memorials in the cemetery.
- 991/15      **ACTION POINTS TO UPDATE**  
To review the action points from last month's meeting.
- 992/15      **BUDGET REVIEW**  
To review monthly spend.
- 993/15      **CEMETERY COTTAGE**  
To discuss and agree damp coursing quotes.
- 994/15      **PUBLIC CEMETERY COMPLAINT**  
PPP&C Officer to brief

- 995/15      MEMORIAL TREE AVENUE  
To discuss and agree planting of trees.
- 996/15      MEMORIAL STABILITY TESTING  
Works Foreman to update.
- 997/15      CHAPEL REPAIRS  
Works foreman to report
- 998/15      FENCE ADJOINING ICKNIELD WAY ALLOTMENTS  
To consider fencing solutions.
- 999/15      CHAPEL PLANT BOXES  
Works foreman to report on progress
- 1000/15     DIGGER SHED  
Works Foreman to update
- 10001/15    EXCLUSION OF PRESS AND PUBLIC  
To consider resolving that, pursuant to the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded for any remaining items of business on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be discussed.
- 1002/15     INSURANCE CLAIM  
To discuss potential insurance claim against the Cemetery from a member of the public.
- 1003/15     PRESS RELEASES  
To consider any press release arising from this meeting's agenda.
- 1004/15     ITEMS OF URGENT BUSINESS  
At the discretion of the Town Clerk to table urgent business for discussion or information only. Any item is to be on an urgent operational matter.

<b>ACTION POINT</b>	<b>BY WHOM</b>	<b>BY WHEN</b>
To request Thetford Remembers do a presentation at next meeting.	PPP&C Officer	ASAP
Obtain 3 quotations for the digger shed Roof and doors	Works Foreman	ASAP
Obtain 3 quotations for flowering trees	Works Forman	Next meeting