



**LOCAL GOVERNMENT ACT 1972  
NOTICE OF A MEETING OF THETFORD TOWN  
COUNCIL CEMETERY COMMITTEE**

**YOU ARE HEREBY SUMMONED TO ATTEND THE CEMETERY COMMITTEE MEETING  
OF THETFORD TOWN COUNCIL WHICH WILL BE HELD IN THE COUNCIL  
CHAMBER, KINGS HOUSE, THETFORD ON THURSDAY 11<sup>th</sup> NOVEMBER 2021  
STARTING AT 10.00 AM.**

**MEMBERS OF THE PUBLIC AND REPRESENTATIVES OF THE PRESS  
CAN ATTEND THE MEETING. A RECORDING OF THE MEETING CAN ALSO BE  
VIEWED ON <https://bit.ly/ttceventsyoutube> USUALLY WITHIN 5 WORKING DAYS  
AFTER THE MEETING HAS BEEN HELD**

Tina Cunnell BSc (Hons)  
Town Clerk  
4<sup>th</sup> November 2021

**AGENDA**

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| 540/21 | <b><u>DECLARATIONS OF ANY DISCLOSABLE PECUNIARY INTERESTS</u></b><br>To receive any additional interest not already registered.  |
| 541/21 | <b><u>APOLOGIES FOR ABSENCE</u></b><br>To receive.   |
| 542/21 | <b><u>MINUTES</u></b><br>To confirm the minutes of the committee meeting held on 9 <sup>th</sup> September 2021 which were received by Full Council on 28 <sup>th</sup> September 2021, as a true record and be signed/initialled by the Chairman.<br>Decision Required: To agree accuracy of minutes.<br>Lead: Minute Secretary |
| 543/21 | <b><u>ACTIONS FROM PREVIOUS MEETING</u></b><br>To receive update.<br>Decision Required: To note updates and approve any further actions required.<br>Lead: Cemetery Officer.   |
| 544/21 | <b><u>CEMETERY OFFICERS REPORT</u></b><br>To receive update.<br>Decision Required: To note Officer's report.<br>Lead: Cemetery Officer.  |
| 545/21 | <b><u>MEMORIAL TESTING POLICY</u></b><br>To discuss the current policy and agree any amendments.<br>Decision Required: To agree any amendments to current policy if required.<br>Lead: Cemetery Officer  |

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| 546/21 | <p><b><u>FINANCIAL UPDATE</u></b><br/>         To receive the Cemetery Financial Report for the six months ended 31<sup>st</sup> October 2021.<br/>         Decision Required: To note the financial report.<br/>         Lead: Committee Officer.</p>   |
| 547/21 | <p><b><u>CEMETERY CORRESPONDANCE</u></b><br/>         To receive an update of any correspondence or complaints received in respect of the Cemetery.<br/>         Decision Required: To be noted and considered.<br/>         Lead: Committee Officer</p> |
| 548/21 | <p><b><u>COMMITTEE OFFICERS UPDATE</u></b><br/>         To update any information since the agenda was released.<br/>         Decision Required: None<br/>         Lead: Cemetery Officer.</p>   |
| 549/21 | <p><b><u>COMMUNITY ENGAGEMENT</u></b><br/>         To discuss and agree any consultation or media release required.<br/>         Decision Required: Whether or not to issue a communique.<br/>         Lead: Chair.</p>                                  |