

# HAXBY AND WIGGINTON CEMETERY COMMITTEE

Council Office, The Memorial Hall, The Village, Haxby, York. YO32 3HT

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16 July 2019

## To members of the committee

You are summoned to attend a meeting of the **Haxby and Wigginton Cemetery Committee** on **Tuesday 23<sup>rd</sup> July 2019** at the Council Office, Memorial Hall, Haxby, at **19:30** for the purpose of transacting the following business.

Members of the public are welcome to attend and will be given the opportunity to speak regarding an item on the agenda before the meeting if they wish to do so.

**Members of the Cemetery Committee are requested to meet at 18:30 at the Moor Lane entrance to enable a topple test on the gravestones to be carried out and to carry out a general inspection of the Cemetery. In addition an inspection of Plot 17, Grave 51 will also take place.**

*Mark Scott*

Clerk to Haxby and Wigginton Cemetery Committee

## AGENDA

1. To elect a Chairman.
2. To accept apologies for absence.
3. To confirm the names of those Councillors appointed to the Cemetery Committee by:
  - a) Haxby Town Council
  - b) Wigginton Parish Council
4. To receive declarations of interest under the council's code of conduct or members register of Disclosable Pecuniary Interests.
5. To confirm and sign the minutes of the Haxby and Wigginton Cemetery Committee meeting held on 30<sup>th</sup> April 2019.
6. To receive an update on pest control.
7. To receive an update regarding a new sign asking people to respect access to other people's graves following complaints from a member of the public.
8. To discuss the general state of the cemetery following inspection and to resolve any actions deemed necessary.
  - a) To discuss the Topple Testing results.
  - b) To discuss graves requiring attention.
  - c) To discuss other issues observed.
9. To resolve action in respect of trees and vegetation adjacent to 96 Oaken Grove.
10. To inspect and resolve action following a complaint relating to the build-up of debris as you enter the old section of the cemetery from the car park.

11. To resolve a request from Haxby Town Council's Carnival Committee to be allowed to store 16 folding tables in the Cemetery hut.
12. To resolve a request from Joanne Alexander for a memorial bench.
13. To discuss and resolve action in respect of a complaint received from a lady regarding overgrown trees adjacent to her son's memorial bench.
14. To receive an update on Administration costs to 30 June 2019.
15. To receive the Financial Statements to 30<sup>th</sup> April 2019, 31st May 2019 and 30<sup>th</sup> June 2019.
16. To receive Budget to Actual Figures to 30<sup>th</sup> June 2019.
17. To discuss reviewing the Haxby & Wigginton Cemetery Rules & Regulations dated 21<sup>st</sup> August 2018 to include information about the Garden of Remembrance and also the size restrictions for any placement of plaques in this area as recommended in the Internal Auditor's report.
18. To receive details regarding the renewal of the Cemetery insurance.
19. To receive the list of Interments and Memorials since the last meeting.
20. To notify the Clerk of matters for inclusion on the agenda of the next Haxby and Wigginton Cemetery Committee meeting.
21. To discuss the date and time of the next meeting.