

ELLESMERE TOWN COUNCIL CEMETERY WORKING GROUP

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24th March 2023

To: Members of the Cemetery Working Group.

You are summoned to attend a Meeting of the Cemetery Working Group to be held on **Thursday 30th March 2023 at 7pm** at Ellesmere Town Hall for the transaction of business as set out in the agenda below.

Yours sincerely,

Joanne Butterworth

Town Clerk & Responsible Finance Officer

Members of the public and press are welcome to attend.

Public Participation Session. A period of 10 minutes will be granted for Ellesmere Urban residents to make representations, answer questions, and give evidence in respect of the business on the agenda as per section 3 of the [Town Council's Standing Orders](#), or raise matters for a future agenda.

AGENDA

1. **Welcome.** To welcome new Cemetery Co-ordinator Mr Andrew Chatting.
2. **To receive apologies and reasons for absence.**
3. **Disclosure of Personal and Prejudicial Interests.** To receive declarations under consideration on this agenda in accordance with the Localism Act 2011 s32 and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012.

Members are reminded that they are required to **leave** the room during the discussion and voting on matters in which they have a Disclosable Pecuniary Interest, whether or not the interest is entered in the register of members' interests maintained by the Monitoring Officer.

4. **Grant Dispersations.** In pursuance of the Localism Act 2011, s31 (4) to report on any dispensations requested/granted.

5. **Minutes.** To read and confirm the minutes of the Cemetery Working Group Meeting held on Thursday 26th January 2023. [View draft minutes.](#)

6. **Finance.**

(a) **CWG Payments.** To note payments made during February 2023.

(b) **New Laptop and External Hard Drive.** To receive financial information regarding new equipment purchased for the New Cemetery Co-Ordinator.

(c) **Tap repair.** To receive a verbal report and associated costs on repairs carried out to the tap at Ellesmere Cemetery.

6. **Cemetery Report.** To receive a report on recent activity in the Cemetery from the Town Clerk.

7. **Complaints Received.** To receive information regarding 2 complaints received from members of the public regarding grave diggers.

8. **Future Agenda Items.** To receive any items to be considered for a future agenda. **Please note that discussion on the items cannot take place at this meeting.**

9. **Next Meeting.** Thursday 25th May 2023 at 7pm.