

# ELLESMERE TOWN COUNCIL CEMETERY WORKING GROUP

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25<sup>th</sup> May 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 1<sup>st</sup> June 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**

CWG 05/23/01 **Election on Chair.** To elect a Chair for 2023/2024 Municipal Year.

CWG 05/23/02 **Election of Vice Chair.** To elect a Vice Chair for 2023/2024 Municipal Year.

CWG 05/23/03 **To receive apologies and reasons for absence.**

CWG 05/23/04 **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.

CWG 05/23/05 **Grant Dispersations.** In pursuance of the Localism Act 2011, s31 (4) to report on any dispensations requested/granted.

CWG 05/23/06 **Minutes.** To read and confirm the minutes of the Cemetery Working Group Meeting held on Thursday 30<sup>th</sup> April 2023. [View draft minutes.](#)

CWG 05/23/07 **Finance.**

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

(b) **Cemetery Working Group Income & Expenditure report and Trial Balance for 2022/2023.** To note.

(c) **Printer.** To note that a new printer was purchased for the Cemetery Co-ordinator at a cost of £133.32.

(d) **Tap repair.** To note the price of the new tap was £65.

(e) **Financial Regulations & Standing Orders.** To note that the Town Council reviewed these documents with no amendments on the 2<sup>nd</sup> May 2023. CWG to adopt both documents.

(f) **CWG Terms of Reference.** To note the Terms of Reference approved by ETC on 2<sup>nd</sup> May 2023.

CWG 05/23/08 **Cemetery Report.** To discuss any items raised in the Cemetery Co-Ordinator's report.

CWG 05/23/09 **Cemetery Regulations.** To appoint a working group to review the Cemetery Regulations (as per January minutes) together with the Cemetery Co-ordinator and then to present recommendations back to Committee before approval by Ellesmere Rural Parish Council and Ellesmere Town Council.

CWG 05/23/10 **Cemetery Plan.** To note.

CWG 05/23/11 **Summary of 2005 Cemetery Survey.** To note.

CWG 05/23/12 **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.**

CWG 05/23/13 **Next Meeting.** Thursday 20<sup>th</sup> July 2023 at 7pm.

CWG 05/23/14 **Exclusion of Press and Public.** To resolve "That by the Public Bodies (Admission to Meetings) Act 1960 and under Section 100 (A) of the Local Government Act 1992, the public and press be excluded for the remainder of the meeting for the following item of business on the grounds it involves the likely disclosure of confidential information as defined in the Acts".

CWG 05/23/15 **Potential Cemetery Land.** To discuss the proposal of land offered and consider terms for negotiation.