

ELLESMERE TOWN COUNCIL CEMETERY WORKING GROUP



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15th July 2026

To: Members of the Cemetery Working Group.

You are summoned to attend a Meeting of the Cemetery Working Group to be held on
Thursday 23rd July 2026 at 6:00 pm at Swan Hill Cemetery and afterwards at Ellesmere Town Hall for the transaction
of business as set out in the agenda below.

Yours sincerely,

Andy Chatting - Cemetery Co-ordinator.

Members of the public and press are welcome to attend.

Public Participation Session. A period of 10 minutes will be granted for members of the public 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 07/26/01 **Election of Chair for the 2026/07 Municipal Year.**

(N.B. It is the turn of a member of the Rural Parish Council to become Chair)

CWG 07/26/02 **Election of Vice Chair for the 2026/07 Municipal Year.**

(N.B. the Vice Chair needs to be a councillor from the Town Council)

CWG 07/26/03 **To receive apologies and reasons for absence.**

CWG 07/26/04 **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 07/26/05 **Grant Dispensations.** In pursuance of the Localism Act 2011, s31 (4) to report on any dispensations requested/granted.

CWG 07/26/06 **Conduct** – CWG members to note and agree that they are familiar and compliant with:

- LGA Model for Councillor Code of Conduct 2020
- NALC Bullying and Harassment statement.
- ETC Civility and Respect Pledge.

CWG 05/26/07 **Minutes.** To read and confirm the minutes of the Cemetery Working Group Meeting held on Thursday 26th March 2026.

CWG 05/26/08 **Finance.**

(a) **CWG Payments.** To note payments made during May and June 2026.

(b) **CWG Income and Expenditure 1st Quarter.** To note.

CWG/05/26/09 **Cemetery Report.** To note.

CWG 05/26/10 **The Excell + Woosnam revised quotes.** [See CCO report]. To discuss now that **three** options are available.

CWG 05/26/11 **To consider the future of the Leylandii hedge at the bottom of the cemetery *before* the area is developed for new burial/internments.** To discuss as per CCO separate report created at the request of the CWG following the meeting in May 2026.

CWG 05/26/12 **Lodge external decorating.** To discuss as per CCO report + advice from the TC plus the Bowens condition report.

CWG 05/26/13 **CWG to discuss the plots that need attention.** [The 1st of May 2026 deadline for owners with non-compliant plots has passed]. To discuss following the cemetery walkabout.

CWG 05/26/14 **Transfer acquisition of new land. To annual item.** To note. As per CCO report.

CWG 05/26/15 **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 05/26/16 Next **Meeting.** Thursday 24th September 2026, at **18:00** at Ellesmere Town Hall. To note.

