

**Willington Parish Council**  
**clerk@willingtonpc.org.uk**

**To: Members of the Burial Committee**  
Cllrs Allsopp, T. Bartram, Houghton and Walters

**Date: 22<sup>nd</sup> September 2021**

Dear Councillor

You are summoned to attend a Meeting of the Burial Committee which will be held at 7.00 pm on Tuesday 28<sup>th</sup> September 2021 at The Old School, Castleway, Willington.

Yours sincerely

*D. Townsend*

Clerk/RFO

**AGENDA**

- 1. To receive apologies for absence**
- 2. Variation of Order of Business**
- 3. Declaration of Members' Interests**
  - (a) Members must ensure that they complete the Declarations of Interest sheet prior to the start of the meeting in respect of items other than Disclosable Pecuniary Interests and must indicate the action to be taken (i.e. to stay in the meeting, to leave the meeting or to stay in the meeting to make representations and then leave the meeting prior to any consideration or determination of the item).
  - (b) Where a Member indicates that they have a Disclosable Pecuniary Interest but wish to make representations regarding the item before leaving the meeting, those representations must be made under item (c) of Public Speaking (if relevant).
  - (c) Members will be asked to confirm that the record is correct for Declarations of Interests for matters other than Disclosable Pecuniary Interests.
- 4. To consider a resolution under the Public Bodies (admission to meetings) Act 1960 to exclude members of the public due to the confidential nature of the business to be transacted.**
- 5. To agree the minutes of the meeting held on 30<sup>th</sup> June 2021 as a true record (attached at Item 5)**
- 6. Consideration of Concessions for Burial Fees**
- 7. Headstone Safety Checks – Update**
- 8. Exclusion of the Press and Public**  
**Pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the Meeting due to the confidential nature of the business to be transacted.**
- 9. Size of Memorials (Exempt as this refers to individuals).**  
Further to Minute Number B300621/11, a response has been received in regard to one memorial (attached at Item 9).
- 10. Date of next Meeting.**