

# BERKELEY BURIAL COMMITTEE

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Wednesday 13<sup>th</sup> July 2022

Dear Sir/Madam

*You are hereby summoned to attend a Meeting of Berkeley Burial Committee  
On Wednesday 20<sup>th</sup> July 2022  
At 7.00 p.m.  
At Hamfields Leisure*

Mrs C Child Clerk



## AGENDA

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| 1.  | Election of Chairman to Berkeley Burial Committee<br>To elect the Chairman of the Berkeley Burial Committee<br><br>To accept the declaration of acceptance of office for the Chairman<br>To elect Vice Chairman of the Berkeley Burial Committee   |
| 2.  | Apologies and absence<br><br>To consider apologies given.  |
| 3.  | Declarations of Interest<br><br>Councillors will have the opportunity to declare any interest relating to items on the agenda.   |
| 4.  | Minutes of the last meeting – sent via email<br><br>To confirm and sign the minutes of the meeting held on Wednesday 13 <sup>th</sup> April 2022   |
| 5.  | Cemetery Report/Chairman's Report<br><br>On a recent inspection of the cemetery (01/04/22 – 30/06/22) <ul style="list-style-type: none"><li>• There have been 6 Interments of Ashes (3 Hinton and 3 Berkeley)</li><li>• There have been 6 Interments (4 Berkeley, 1 Alkington and 1 Brixham)</li></ul>   |
| 6.  | Finance Report – sent via email<br><br>The committee will be asked to approve the payments listed on the finance report.   |
| 7.  | Budget Review February and March 2022 – sent via email<br><br>The committee will be asked to review the budget   |
| 8.  | Accounts for year ending 31 <sup>st</sup> March 2022<br><br>The committee to agree to approve the accounts to 31 <sup>st</sup> March 2022 – sent via email   |
| 9.  | Review BBC Signatories and Mandates<br><br>The Committee to agree Mrs Elizabeth Carter and Mr Philip Stevenson have left the Berkeley Burial Committee and are no longer signatories on the building society account.<br><br>The Committee to agree adding two replacement signatories onto the building society account.<br><br>The committee to agree to the committee having a Debit Card for the NatWest Account |
| 10. | Meeting with resident<br>Cllrs Case and Dunbabin will report their findings to the burial committee members  |
| 11. | Meeting with Stonemason<br>Cllr Case and Dunbabin will report their findings to the burial committee members   |
| 12. | Review of Terms of Reference – clerk will distribute at the meeting  |

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| 13. | BBC proposal update<br>Ownership of Berkeley Cemetery<br>Legal Advice and Solicitor  |
| 14. | Digitising Burial Records and Maps<br>Cllr Keene will update burial committee members on the next stage                    |
| 15. | Locking of Station Road Gates<br>Cllr Case will report to the committee  |
| 16. | Staff Matters<br>Public and Press will be excluded from this item  |
| 17. | Date of the next meeting of Berkeley Burial Committee which will be on Wednesday 14 <sup>th</sup> September 2022 at 7.00pm |