Forest Row Parish Council

Clerk: Mrs Rodabe Rudin
Email: parishclerk@forestrow.gov.uk

(Office Hours: Monday to Friday 9am to 4pm)

QUALITY PARISH COUNCIL

Our Ref:
Your Ref

Community Centre
Hartfield Road
Forest Row
East Sussex
RH18 5DZ

Tel: 01342 822661
Fax: 01342 825739
Email: info@forestrow.gov.uk
Website: www.forestrow.gov.uk

To: All Members of the Burials Committee:
Cllrs. Hill (Chairman), Atkins, Bishop, Hawkins, Manger and Pritchitt
(All other Councillors - for information)

Date: 26 January 2011

Dear Sir/Madam,
Your attendance is required at an extraordinary meeting of the **BURIALS COMMITTEE** to be held on **TUESDAY 1 FEBRUARY 2011** **in** the **READING ROOM** AT THE COMMUNITY CENTRE at **7.30PM**

Mrs R. Rudin
Clerk to Forest Row Parish Council

THE FIRST TEN MINUTES WILL BE AVAILABLE FOR RELEVANT QUESTIONS AND REMARKS FROM THE PUBLIC – IF ANY. MEMBERS OF THE PUBLIC ARE WELCOME TO STAY AND OBSERVE THE REST OF THE MEETING.

A G E N D A

1. PUBLIC QUESTIONS – **THE MEETING WILL START NO LATER THAN 7.40PM.**
2. APOLOGIES FOR ABSENCE
3. MINUTES OF MEETING held on 2nd November 2010
4. TO DECLARE ANY INTERESTS PERTAINING TO THE ITEMS BELOW
5. MATTERS ARISING
   - The Asst Clerk is in the process of making a list of any headstones that have been laid down and the action taken.
6. MEMORIALS AND INSCRIPTIONS APPROVED SINCE THE LAST MEETING
7. DEEDS OF GRANT OF EXCLUSIVE RIGHT TO BURIAL ISSUED SINCE THE LAST MEETING
8. NEW MEMORIALS NEEDING CONSIDERATION – if any
9. RECORDING OF GRAVE INSCRIPTIONS
10. MAINTENANCE OF CEMETERY
    - Record of memorial inspections
    - Headstones laid down for safety
    - Purchase of hedging
11. FINANCIAL REPORT –see attached
12. CORRESPONDENCE
13. ITEMS FOR FUTURE CONSIDERATION BY THIS COMMITTEE OR FULL COUNCIL.