

# GREAT SHELFORD PARISH COUNCIL

## Cemetery and Allotments Committee

Chair: Gregory Price

21<sup>st</sup> October 2020

All members of the above Committee are hereby summonsed to attend a Meeting of the Cemetery and Allotments Committee to be held on Wednesday 28<sup>th</sup> October 2020 via electronic, digital or virtual locations commencing at **18.30hrs** for the purposes of considering and resolving the business to be transacted as set out below

**Due to the Covid-19 outbreak all Parish Council meetings will be conducted remotely on line between the Councillors available.**

Mike Winter  
Parish Clerk

### A G E N D A

1. To receive apologies for absence.
2. To receive declarations of interest.
3. Public Session  
**The meeting will be adjourned for a period of up to 10 minutes when members of the public will be able to ask questions of the Parish Council and put forward points of view in respect of the business on the agenda.**  
**Any members of the Public who wish to view or speak at the Parish Council meeting can do so by visiting Zoom Website <https://zoom.us/join> and joining Meeting ID 89821462846**  
**Additionally any members of the Public who wish to represent their views can e-mail them to [clerk@greatshelfordparishcouncil.gov.uk](mailto:clerk@greatshelfordparishcouncil.gov.uk) ideally at least 24 hours prior any meeting. Their views will be taken into account by the online meeting with a response in the minutes.**  
**Members of the Public can only speak during the Public session when invited to do so by the Chair and their voice will be muted during all other sections of the Parish Council meeting.**
4. Receive and approve Minutes of meeting on 28<sup>th</sup> November 2018
5. To Consider matters arising from meeting of 28<sup>th</sup> November 2018 (new information only)
6. To Review Briefing Report from the Clerk on Status of the Cemetery
7. To Consider need (if any) for safety survey in the Cemetery
8. To Review Briefing Report from the Clerk on Status of the Allotments
9. To Consider need (if any) for safety survey in both Allotment sites
10. To Agree process for allocating vacant Allotment plots and review waiting list
11. To Review Cemetery and Allotment YTD Costs v Budget & Agree proposals for 2021/22 Budget
12. Review any new external Correspondence
13. Matters for future agenda consideration
14. Close Meeting