



Howden Town Council

15th November, 2021

Dear Councillor,

You are hereby summoned to attend the next meeting of the Howden Joint Burial Committee on Tuesday 23rd November, 2021, at 7.15p.m. at the Shire Hall, Market Place, Howden, to transact the business specified below

Shirley Marquis
Clerk to the Committee

AGENDA

1. Apologies for absence- to receive and accept.
2. Declaration of interest-
 - 2.1 Declarations of interests, in respect of Agenda items to be made and recorded in the minutes even if an interest has been declared in the register
 - 2.2 For the Committee to note any dispensations presented to the Clerk prior to the meeting and their resolution.
3. Minutes of the last meeting held on 25th November, 2020 to approve.
4. Election of Chairman and Vice Chairman
5. Maintenance Contract-to note the new maintenance contractor appointment, review performance and discuss renewal of the 2022/23 contract
6. Observations from members who undertook the recent site visit and to agree any necessary actions in the coming year.
7. Financial Matters
 - 7.1. To approve income and expenditure accounts prepared by the Howden Town Council Clerk
 - 7.2. 2022/23 budget requirements for the cemetery to discuss and agree a budget
 - 7.3. Cemetery Fees-to review and revise for the coming financial year
8. Report from the Clerk on interments, remaining ashes plots and new burial plots
9. Designs and inscriptions-to note those approved by the Clerk under delegated authority.
10. Date and time of next meeting-to be confirmed at the meeting

