

**Minutes of the Additional Meeting of Milton Parish Council Cemetery Advisory Committee
and Maintenance Committee
held on Thursday 4 May 2023 at 7:30pm in the Bowls Pavilion**

Present: H Smith (HMS)(Chair of Cemetery Advisory), P Ellwood (PE)(Chair of Maintenance),
D Wildman (DW), J Coston (JEC)

In Attendance: S Corder (Clerk)

1. **Apologies for absence:** to receive and approve apologies for absence.
None received
2. **Declarations of interest and dispensations:**
To receive declarations of interest from councillors on items on the agenda; None
To receive written requests for dispensations for disclosable pecuniary interests (if any); None
To grant any requests for dispensation as appropriate. None
3. **Public Participation – members of the public are invited to speak**
Public Participation of a maximum of fifteen minutes duration for members of the public to address Councillors. A member of the public may speak for up to 3 minutes to make representations, answer questions and give evidence at a meeting in respect of the business on the agenda (Standing orders 3e, 3f, and 3g).
No public in attendance
4. **Cemetery Policy & Regulations**
To **REVIEW and AGREE** amendments made to the Cemetery Policy & Regulations
After taking advice from R Sewell (Memorial Mason) PE made amendments to the Policy in sections 2: Cemetery Layout, 10.1 Memorials, 10.2 Memorials – lawn sections, 10.3 Memorials traditional section and added Appendix b – dimensions of memorials
ALL AGREED – to go to Full Council for agreement
5. **Cemetery Action Plan**
To **CONSIDER** the wording of the letter to be sent to NOK of the graves in the lawn area informing families of the proposed works to restore graves to lawn
ALL AGREED – Clerk to produce a list of all NOK for letters to be sent

Meeting closed 9:19pm Signed: Date: