COLBURN, HIPSWELL AND SCOTTON JOINT BURIAL AUTHORITY

You are summoned to attend the next meeting of the above authority which will be held on Tuesday 25th May 2021 via Zoom Video Conferencing at 6.30pm, following the AGM.

An Open Session will be held for Parishioners (20 Minutes Maximum with a maximum of 5 Minutes per person) to be followed by the Joint Burial Authority meeting. Should members of the public wish to attend please email the clerk by Sunday 23rd May 2021.

AGENDA

1. **Present**

2. **To receive Councillors "Declarations of Interest"**

3. **Apologies** (Please email chsjba@outlook.com or contact Bev on 07811 353561).

4. **Approval of the Minutes of Previous Meeting**

5. **Matters Arising** – to discuss matters arising from the minutes not otherwise on the agenda.

6. **Grounds Maintenance** – to discuss proofs for signage. Planting within cemetery.

7. **An Update on the Cemetery Inspections** – to discuss matters arising from the cemetery inspections

8. **Memorial Plaques** – to discuss materials, charges and supplier.

9. **Invoicing and late payments**- to discuss proposals to financial systems.

10. **Data Protection** – to discuss the need to register with ICO.

11. **Correspondence.**

12. **Financial Matters:** **Cheques for approval**
    Updated accounts

13. **Burials, Memorials and Reserved plots**

14. **Any other business.**

15. **Date of next meeting.**

Signed: _____ **Ms B Partridge (Clerk)** **Dated: 18th May 2021**