

The Parish Office, Ash Green Sports Centre, Ash Road, New Ash Green, Kent, DA3 8JZ
Telephone: 01474 702760 Email: info@acrpc.org.uk

Dear Councillor

You are invited to a virtual meeting of the Burial Ground Committee which will be held on **Monday 23 November 2020 commencing at 11.00am**, when the following business will be transacted.

Yours sincerely

A de Jager

Alison de Jager
Parish Clerk

[illegible]

1. Apologies for Absence

2. Declarations of Interest

3. Minutes

To approve the minutes of the meeting held on 09 October 2020 (attached)

4. Memorial Garden

4.1 To note that the plot templates have been received.

4.2 To note that the Parish Council and Memorial Garden plaques will be installed on 20 November 2020.

4.3 To note the words of the Opening of the Memorial Garden. (attached)

4.4 To authorise the purchase of a record book for the Memorial Garden in the amount of £163.00

4.5 To confirm the forms and regulations of the administration of the Memorial Garden. (attached)

5. Future Provision

5.1 Current availability

6. Maintenance

6.1 Quantified Tree Risk Assessment Report – to give consideration to the quotations received to carry out the work required in the attached reports. Quotes will be available at the meeting.

6.2 Waste

6.3 Photographs will be available at the meeting.

7. Date of next meeting

Please bring your diaries

Circulation: Cllrs Brown, Mrs Brammer, Mrs Clucas, Mrs Connell, M Manley, J Scott, Mr B Parlett and Rev H Reeves