

WYLAM, HORSLEY, Ovingham and Ovington Parish Councils

Ovingham Joint Burial Committee: Notice of Meeting and Agenda

Councillors are hereby summonsed to attend the next meeting of the Committee

to be held on Tuesday 19<sup>th</sup> February 2019  
at 7pm at Wylam Institute

AGENDA

1. Quorum.
2. To receive apologies for absence
3. To receive Declarations of Interest in items on the Agenda
4. To receive questions from members of the public on any items included on the Agenda
5. To approve the Minutes of the meeting of the Ovingham Joint Burial Committee (OJBC) held on 27<sup>th</sup> November 2018
6. To receive the Clerk's report
7. To receive the Superintendent's Report
8. Code of Conduct for members of the Committee
9. To review letters regarding ornamentation and planting on grave spaces  
Copies of the two letters are attached.
10. To receive an update on contract for pointing work at the Cemetery Chapels.  
I. Campbell will report to the meeting.
11. To receive a progress report on Grounds Maintenance at the Cemetery.  
The Clerk's notes of the meeting held on 14<sup>th</sup> January 2019 are attached.
12. New Grounds Maintenance Tender Document for 1 April 2020 – 31 March 2023
13. To receive a report on copying of the Burial Register and repair of old cemetery map.
14. To receive a report on mapping of older graves at the Cemetery
15. To review process of mapping the cemetery
16. To review future use of the Cemetery Chapels
17. CONFIDENTIAL ITEM: To receive an update regarding the Licence to Occupy for the South Chapel. The Committee will pass a Resolution excluding the press and public from the meeting in accordance with Section 1(2) of the Public Bodies

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(Admission to Meetings) Act 1960 by reason of the confidential nature of the business to be transacted (commercial/sensitive information).

18. **CONFIDENTIAL ITEM: To review financial arrangements in respect of the Lodge tenancy.** The Committee will pass a Resolution excluding the press and public from the meeting in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 by reason of the confidential nature of the business to be transacted (commercial/sensitive information).

**FINANCE**

- 19. To receive a report on receipts and payments received to 31 January 2019.
- 20. To approve schedule of payments and issue cheques.
- 21. To note receipts
- 22. To consider quotations received
- 23. To consider any urgent items and items for a future agenda.
- 24. To agree the date of the next meeting of the Committee

Dated: 14<sup>th</sup> February 2019

Signed *Marie Moore* ..... Clerk to Ovingham Joint Burial Committee

Marie Moore

**All enquiries to the Clerk to Ovingham Joint Burial Committee:**

Mrs Marie Moore

Clerk to Wylam Parish Council

Wylam Institute

Church Road

WYLAM NE41 8AP

Tel: (01661) 852498

[clerk@wylamparishcouncil.org.uk](mailto:clerk@wylamparishcouncil.org.uk)