

# WIMBORNE CEMETERY JOINT MANAGEMENT COMMITTEE

**14<sup>th</sup> May 2018**

You are summoned to attend the Annual General Meeting of the Wimborne Cemetery Joint Management Committee to be held in the Committee Room, Wimborne Minster Town Hall on Monday 14<sup>th</sup> May at 7:00pm

## **AGENDA**

1. Receive apologies for absence
2. Elect Chairman of the Committee for May 2018 – May 2019
3. Elect Vice Chairman of the Committee for May 2018 – May 2019
4. Receive Declarations of Interests on any matter on this agenda
5. Matters arising from the Minutes of the Meeting held on 12<sup>th</sup> & 28<sup>th</sup> February 2018 – to be signed by the person presiding
6. Approve and sign Financial Reports from February, March & April 2018
7. Clerks Finance Report and Activity Summary
8. Internal Audit Letter & External Auditor Email from PKF Littlejohn
9. Land & Registration – including, Allotment Agreement for October 2018
10. Signage – including opening times & Offences in Cemeteries – LA Cemeteries Order 1977 (as amended)
11. Cemetery Website - update
12. 100 Years Remembrance Event - update
13. Matters arising from Cemetery Inspection held 14<sup>th</sup> May 2018 at 10:30am
14. Items for Information – Clerks Annual Leave; and Risk Assessment & Policy will be on the agenda for the next meeting
15. Date for next meeting – 11<sup>th</sup> June 2018 @ 7:00pm

*Karen St Clair*

**Clerk & Registrar**