

Malpas Joint Burial Committee

Agenda for the Meeting

At 7.30pm on Monday 16th December 2024

Room 1, Jubilee Hall, High Street, Malpas

1. Welcome / Present / Apologies
2. Declarations of Interests:- Councillors to declare any interests
3. Appoint Chairman of MJBC
4. Representatives:- To confirm appointed Parish Council and Parish Meetings representatives
5. Co-option:- To co-opt non-voting members to the MJBC
6. Terms of Reference:- To adopt the Terms of Reference for MJBC
7. Finances:-
To receive accounts to date
To agree and confirm appointment of bank signatories
To consider and agree any payments that are due
8. Fallen Tree:- To receive report / update and agree actions
9. Cemetery maintenance:- To receive report and agree any actions
10. AOB
11. To agree date of next meeting

Part 2

1. Clerk to MJBC:- To consider employment of interim clerk (if required)
To consider and agree terms of employment including job description, hours of work, salary and advertising of post

Signed By: - *Ruth Shackleton*
Clerk to Malpas Parish Council
Clerk to No Man's Heath and District Parish Council

Date: - 11th December 2024