WEST HOE CEMETERY

A Meeting of the West Hoe Cemetery Management Committee will be held at the Swanmore Parish Council Office, Hollythorns House, New Road, Swanmore, SO32 2NW on Thursday 14th May 2026 at 5.45pm.

The meeting will be open to the press and public unless the Committee direct otherwise. All papers/reports are available from the Council offices (except where classified as confidential).

Agenda

1. Election of Chairman of the Committee
2. Election of Vice Chairman of the Committee
3. To receive and accept apologies for non-attendance
4. To receive and accept Declarations of Disclosable Pecuniary Interests and any Personal, Pecuniary and Non-Pecuniary Interests relating to items on the agenda
5. Public Session *(for information only)*
6. Grounds/Funeral Director Reports
7. Approval of the minutes of the meetings of the 12th March 2026 and 30th April 2026
8. Actions Arising from the meeting of the 12th March 2026 (*for information only)*
9. To consider finance matters:
   i) Payments Schedule for Authorisation – *to approve and note payments made*
   ii) Cost Centre Report – *to note current position*
   iii) Staffing Hours – *to approve and note*
10. Memorial Service Report – *for information*
11. Update Regarding Memorials Requiring Remedial Works – *for consideration*
12. Proposed Update to Cemetery Regulations and Memorial Application Form - *for consideration*
13. Cemetery Update - *for information*
14. Date for Cemetery Tidy Up – *for consideration*
15. Requests for future agenda items *(for information only)*
16. Date of next meeting – 9th July 2026
17. Motion for confidential business:
    The following motion will be moved on the completion of the above business: That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the public and press be temporarily excluded, and they are instructed to withdraw in accordance with the provisions of the Public Bodies (Admissions to Meetings) Act 1960.
18. Quotations for Ground Works to Prepare New Cremation *Area – for consideration*
19. Unauthorised Memorials – *for consideration*

C. Wilkinson
Clerk to the Committee
06.05.26