PORLOCK PARISH COUNCIL

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Notice of the Burials & Memorials Committee Meeting of Porlock Parish Council

To Councillors: J Adlington, D Heath, D McCanlis & S McCanlis

To non-council member: R Growden

You are hereby summoned to attend the Burials & Memorials Committee meeting at 11am on Thursday 12 November 2026, at the Old School Centre, Porlock

Dated: Friday 6 November 2026

Johnathan Jones
Clerk and Responsible Financial Officer

A Health and Safety announcement will be made at the start of the meeting.
This meeting will be recorded in accordance with NALC's Guidance on Recording of Parish Meetings.

AGENDA

1) **Receive apologies for absence** (LGA 1972 s85 (1))

2) **Receive declarations of interest and note any dispensations granted**
Members should declare any interests they may have in agenda items. The Council will also consider any prior requests from members for dispensations (NB: this does not preclude later declarations). (Localism Act 2011 s33)

3) **Resolve which items are to be considered after the public, including the press, have been excluded**
In accordance with section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and the Council's Standing Order 3(d).

4) **Resolve to approve the draft minutes of the Burials and Memorials Committee meeting held on 25 June 2026**

5) **Receive updates from members on the actions recorded in the log report**

6) **Public participation**
This section provides an opportunity for members of the public (who are not usually permitted to speak during the meeting except by special invitation of the Chair) to participate. (LGA 1972 s 12 paras 10(2) (b))

7) **Review the final draft of the Burials & Memorials Regulations following input from the Institute of Cemetery and Crematorium Management and resolve the Committee's recommendations to Council regarding:**
   a. **a 30-year term for the deed of grant** (5.1)
   b. **the term of the exclusive right of burial commencing on the date of issue** (5.1)
   c. **the removal of floral tributes** (11.6)
   d. **the removal of kerb sets, fences or surrounds that are not permitted** (12.4)

8) **Resolve to recommend to Council that the revised Burials & Memorials Regulations come into effect on 31 March 2027**

9) **Resolve whether to accept the quotation for the provision of two benches at a cost of £869.00** (excluding VAT) 202/4128 / EMR 326

10) **Resolve to investigate the permissions required and associated costs of formally adopting the 1942 USAAF B-24D Liberator Memorial at Porlock Marsh. The objective is for the Council to assume long-term civic responsibility for safeguarding and maintaining the memorial following any initial restoration, ensuring that this vital piece of Anglo-American wartime heritage and local remembrance is preserved for future generations.**

11) **Receive the Grave Compliance report and resolve to approve the recommendations**

12) **Receive the Dunster Steep War Memorial maintenance report**

13) **Review the current working draft budget for 2027/28 and forecasts for future years in relation to the Burials & Memorials portfolio**

14) **Note outstanding/deferred items:**

15) **To receive any other business -** <u>For information only</u>