

Joint Burial Authority of Bramber, Steyning & Upper Beeding Parish Councils

Dear Councillor,

There will be a meeting of the **Joint Parishes Cemetery Committee** on **Thursday 29 January 2026** in the **Bramber Room, (small meeting room)** at **Beeding and Bramber Village Hall** commencing at **7.00pm** and to which you are hereby requested to attend.

Yours sincerely,

Colette Harber

Cemetery Clerk and Clerk to the Committee

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Members of the public have a right to attend, and are herewith invited  
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AGENDA

- J:0126:01** **Election of a Chairman** – to elect a Chairman for the Joint Parishes Cemetery Committee for the municipal year ending May 2026
- J:0126:02** **Election of a Vice-Chairman** – to elect a Vice-Chairman for the Joint Parishes Cemetery Committee for the municipal year ending May 2026, if deemed necessary
- J:0126:03** **Apologies for absence** – to receive and approve apologies for absence
- J:0126:04** **Declaration of Councillors personal or prejudicial interest** – to receive any declarations of interest as defined under the Localism Act 2011
- J:0126:05** **Minutes of the last meeting** – to consider approval of the Minutes of Joint Parishes Cemetery Committee meeting held on Monday 2 December 2024
- J:0126:06** **Public Adjournment** – to receive questions and comments from members of the public, if any
- J:0126:07** **Draft Management Accounts** - to receive the draft Management Accounts for year ended 31 March 2025 and to 31 December 2026 for year ending 31 March 2026

J:0126:08 Cemetery Reports - to receive and discuss any matters relating to the following Cemetery Clerk's reports:

- a) update re the trees falling in the Cemetery on Wednesday 24 December 2025 including copy of affected arrear on Cemetery plan and advice sought from:
 - i) Dennis Watkins insurance brokers
 - ii) repair costings from Tilleys Stonemasons
 - iii) estimated maintenance costs
 - iv) tree surgeon costs
- b) copy of the Cemetery plan to 29 January 2026
- c) search for land to extend Botolphs Cemetery or start a new cemetery
- d) Botolphs Cemetery fees
- e) data re interment of burials and cremated remains to 29 January 2026
- f) Botolphs Website

J:0126:09 Correspondence, if any

J:0126:10 Matters for information or for inclusion in a future agenda

J:0126:11 To agree the date of next JPCC meeting
Preferably a summer meeting in the new financial year.

Colette Harber
Cemetery Clerk

22 January 2026