Dunnington Parish Council

Cemetery Advisory Group Terms of Reference – *Updated May 2025*

Definition

The Cemetery Advisory Group is made up of a maximum of 4 Parish Council members and the Parish Clerk.

A minimum of 3 members are needed for a quorum.

The Cemetery Advisory Group will invite experts to advise the group when appropriate

The Cemetery is owned and managed by Dunnington Parish Council Purpose

The Cemetery is managed on a day to day basis by the Parish Clerk

The Dunnington Cemetery Advisory Group will support the Parish Clerk on decision making when required, to ensure the Cemetery complies with statutory regulations

To keep the Rules and Regulations up to date and review annually

To ensure the Cemetery is maintained to an acceptable standard

To progress Phase 2 of the Cemetery Terms of Reference

The Cemetery Group will meet 3 times a year (every 4 months) and on an ad-hoc basis when required with a minimum of 3 members attending the meeting

Notes will be taken at each meeting

Any proposals or recommendations will be presented to the full Parish Council for discussion or approval before implementation

The group will have no budget but will be able to propose expenditure to the Finance, Strategy and Audit Committee or full council

Cemetery charges will be automatically increased in April of each year in line with CPI to the nearest £5 or £10

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