

## MARCHAM AND FRILFORD JOINT BURIAL COMMITTEE

To all Members of the Committee

You are hereby summoned to attend a Meeting of the Marcham and Frilford Joint Burial Committee to be held in the village hall, Barrow Close, Marcham on Monday 10<sup>th</sup> March, 2025 at 7.15 pm. for the transaction of the business stated below.



Mrs. L.A. Martin  
Clerk to the Committee  
Tel: 01865 391833

Orchard House,  
90 Howard Cornish Road,  
Marcham, Abingdon,  
Oxon. OX13 6PU

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### A G E N D A

1. Apologies for Absence
2. Declarations of Interest  
To receive declarations of interest from members who have an interest in any of the agenda items.
3. Minutes of the meeting held on 9<sup>th</sup> December, 2024  
To agree the minutes of the last meeting held on 9<sup>th</sup> December, 2024
4. Matters arising from the minutes of the meeting held on 9<sup>th</sup> December, 2024
5. Accounts  
  
To note that the Council, at its February budget meeting, received and approved a report from its working party, on the review of the effectiveness of internal audit in regards to the Parish Council and its Burial Committee.  
The recommendation which affects the Committee was to:
  - a) Continue to review the Terms of Reference of the Internal Auditor and the Audit Plan, so that the Internal Auditor can ensure that the Council's financial controls and procedures are adequate.
  - b) To continually keep signatories to the accounts under review, and the locations of where Council's funds are held.
  - c) To review the appointment of the internal auditor to ensure independence.
  - d) To include any recommendations from the Proper Practices Panel in future audit reviews.
6. Disposal of Waste  
To note the Parish Council has agreed that Tactical Facilities Management will undertake grass cutting, and waste bin emptying in the cemetery under a 1 year contract from 1<sup>st</sup> April, 2025.
7. Burial Fees  
To note the burial fees were last increased with effect from 1<sup>st</sup> April, 2024.  
To consider current fees and any recommendations to Council.

8. Any other matters raised
9. Date of next meeting. The next meeting will be held on Monday 9<sup>th</sup> June, 2025.