FAIR OAK & HORTON HEATH PARISH COUNCIL
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SUMMONS

Dear Member 23 September 2024

You are hereby summoned to attend a special meeting of the FULL COUNCIL held on **Monday, 30 September 2024** at **6.00 p.m. at the Parish Office, 2 Knowle Park Lane, Fair Oak.**

Melanie Stephens

Melanie Stephens, Parish Clerk

PUBLIC INFORMATION: Members of the public are welcome to attend this meeting. The seating capacity of our Conference Room for members of the public is limited under fire regulations to 22.

PUBLIC PARTICIPATION: Members of the public may speak in accordance with the Council's public participation scheme: (a) on items under the Council's remit which are not on the public agenda; and/or (b) on individual items on the public agenda, when the Chairman calls that item. Speeches may not exceed three minutes.

Anyone wishing to attend the meeting or speak in accordance with the Council's public participation scheme, should contact the Parish Clerk by emailing deputyclerk@fairoak-pc.gov.uk no later than 12.00 noon on Thursday, 26 September 2024.

AGENDA

PART I – PUBLIC SESSION

APOLOGIES

1 DECLARATIONS OF INTEREST

To receive declarations of interest and dispensation requests.

PART II – PRIVATE SESSION

Members are reminded that reports and information relating to this session are not for publication and should be treated as strictly confidential.

2 EXCLUSION OF THE PUBLIC AND THE PRESS

At the conclusion of this part of the Agenda, the Chairman will move the following resolution: "That, under Section 1(2) of the Public Bodies Admissions to Meetings Act 1960, the public and the Press be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information which would be prejudicial to the public interest by reason of its confidential nature (personal/individual data)"

3 CEMETERY BURIAL PLOT NO 849

To consider the unauthorised width of a headstone on plot no 849 (retrospective).

4 CEMETERY BURIAL PLOT NO 560

To consider allowing an unauthorised additional flower vase on plot no 560 (retrospective).

To: Councillors
S Anderson
P Barrett
C Bird
N Couldrey
H Douglas (Chairman)
K Forfar
B Tennent
M Smith

Councillor (cont)
G Stupple
T Higby
M Marsh
G Meech
W Chivuchi
S Broomfield
D Scott

Officers:
J Cahill (Finance Officer)
M Leadbitter Allen (Deputy Clerk)
L Greenslade (Cemeteries Officer)
M Johnson (Operations Manager)
M Stephens (Clerk)