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Ingatestone and Fryerning Parish Council Green Burial Working Group Terms of Reference

Terms of Reference approved at Facilities Committee on the 20 March 2023

Prime objective

To progress the creation of a Green Burial Site at Fryerning Cemetery.

Key tasks

- To work with Adam and Greenwood Funeral Directors to develop a suitable business plan. To investigate any relevant costings, agreements and contracts that might be required.
- To regularly report back to Facilities Committee on the groups progress.
- To present recommendations for approval by the Facilities Committee in a timely manner in order to allow background papers to be distributed with the summons and agenda.
- To seek approval by the Facilities Committee on any decisions required
- To acknowledge that this working group has no other delegated authority other than that stated above.

Meetings

The Green Burial Working Group will meet as and when required.

Membership

The membership of the Green Burial Working Group will be noted at Facilities Committee. It will consist of at least two councillors and can include non-councillors as members.

Reporting

The Green Burial Working Group should make updates and recommendations to Facilities Committee on a monthly basis and should be ready to answer questions from councillors. The Facilities Committee will report on updates and relevant recommendations to Full Council when required.

Conduct

All Green Burial Working Group members should adhere to code of conduct as specified in the Ingatestone and Fryerning Parish Council Code of Conduct and the parish council's Communications Policy.