



## **BRITISH INSTITUTE OF FUNERAL DIRECTORS**

### **Regional Meeting (Region A)**

**3<sup>rd</sup> Quarterly Meeting to be held on**

**Thursday, 1<sup>st</sup> December 2011 at 7.30pm at**

West Lothian Crematorium, Cousland Wood, Starlaw Place, off Starlaw Road, Livingston. EH54 7FD.

It should be remembered that meetings and education sessions count towards your Continuing Professional Development (CPD) record that you as a member may be asked to submit to National Office from time to time.

AGENDA     \*\_Minutes of the 2<sup>nd</sup> quarterly meeting enclosed

1. Chairman's welcome
2. Roll Call
3. Apologies for absence
4. Education Session: Ms Carol Rea, Manager of West Lothian Crematorium, Livingston.  
(Crematorium facilities / Code of Practice / Proposed new Scotland Crematorium Act)
5. Approval of Minutes of the 2<sup>nd</sup> quarterly meeting held on Thursday, 15<sup>th</sup> September 2011.
6. Correspondence
7. Director's report
8. Treasurer's report
9. Presentation of certificates
10. Any other business
11. Date and time of next meeting

\*Please contact Secretary if you will not be in attendance

Secretary: Mr David P. Irvine  
2 Maxwellheugh  
KELSO. TD5 8AY 07774-917-168 / [alfiefurby@btinternet.com](mailto:alfiefurby@btinternet.com)