

# Wigton Burial Joint Committee

WBJC Clerk: Emma Ireton

Wigton Cemetery, Station Hill, Wigton, Cumbria CA7 9BN

Tel: 016973 44106

Email: [clerk@wigtontowncouncil.org.uk](mailto:clerk@wigtontowncouncil.org.uk)

[www.wigtontown.com](http://www.wigtontown.com)

13 June 2024

Dear Councillor

You are summoned to attend a meeting of the Wigton Burial Joint Committee on **Wednesday 19<sup>th</sup> June 2024 at 7:10 pm** in the Vestry, Wigton Cemetery.

Please let me know if you are unable to attend.

Yours sincerely

*E. Ireton*

Emma Ireton

Clerk to the Council/WBJC

## **Agenda**

### **1. Apologies for Absence**

To receive and accept apologies for absence

### **2. Minutes of the meetings of the WBJC Meeting**

To receive and agree the minutes of the meeting held on the 15<sup>th</sup> May 2024 – **See attached**

### **3. Declarations of Interest/Dispensations**

Members are invited to declare “Disclosable Pecuniary Interests” and “Other Registerable Interests” and refer to “Dispensations” relating to any item on the agenda.

### **4. Exclusion of the Press and the Public**

To consider whether any items on the Agenda should be considered without the presence of the Press and public, on the grounds of confidentiality, pursuant to the Public Bodies (Admission to Meetings) Act 1960 Section 1(2).

### **5. Public Participation**

To receive comments and representations from members of the public – Members of the public are invited to speak for a maximum of 5 minutes each. The maximum total time for public participation will be 10 minutes. At the close of this item, members of the public will no longer be permitted to address the Council Members unless invited to do so by the Chairman.

### **6. Finance Matters**

- 6.1 To review the financial procedures and consider a resolution for the recent banking issues.
- 6.2 To review and agree on the reserves policy
- 6.3 To discuss the loan repayments to the three councils
- 6.4 To review the end of year joint accounts.

## **7. Cemetery Actions**

To review actions from the meeting held on the 15<sup>th</sup> May 2024

## **8. Cemetery Estate**

8.1 To receive an update from Cllr Huntington.

8.2 To review rental fees

(Part of this agenda item may exclude the press and public due to the confidential nature of the discussions)

## **9. Entrance Improvements**

To receive an update on all related matters including the grant application.

## **10. Headstone Repairs**

To receive an update from Cllr Girvan.

## **11. Grave/Burial Software**

To receive an update on the transfer of paper/written records to electronic records using software designed by Gower.

## **12. Grave Digging**

To discuss the outcome and details of the meeting held between the WBJC and representatives from the Cumberland Council regarding grave digging issues. (Part of this agenda item may exclude the press and public due to the confidential nature of the discussions)

## **13. Signage**

13.1 To discuss a way forward with signage for dog owners. Produce a sign board to display whilst grass cutting and strimming in progress.

13.2 To discuss producing a sign to display whilst grass cutting and strimming in progress.

**DATE of next meeting: TBC**