

A MEETING OF THE WIGTON BURIAL JOINT COMMITTEE WAS HELD ON

WEDNESDAY 19th June 2024 AT 7.10PM

PRESENT-

Councillor Mary Clark (Acting Chairman)
Councillor Mary Huntington
Councillor George Girvan
Councillor Tony Huntington
Councillor Anne Jackson
Councillor William Marrs
Councillor Chris Scott

WBJC/13/2024 TO RECEIVE APOLOGIES

Councillor John Hamblin
Councillor John Mattinson

WBJC/14/2024 TO RECEIVE MINUTES FROM THE PREVIOUS MEETINGS HELD

Minutes from the 15th of May 2024 had two amendments:
WBJC/70/2024 included a type – gate.
WBJC/71/2024 to include 21 headstones needed refixed which 5 of were laid flat.

WBJC/15/2024 DECLARATIONS OF INTEREST, MEMBERS AND OFFICERS TO GIVE NOTICE OF INTERESTS ON ITEMS ON THE AGENDA

NONE

WBJC/16/2024 EXCLUSIONS OF PRESS AND PUBLIC

Pursuant to the section 1(2) of the Public Bodies Act 1960 it is resolved that, because of the confidential nature of the business to be transacted, the public and the press leave the meeting during consideration of agenda item 9.

Agenda items 8 and 12 were of a confidential nature and will be discussed in a part 2 closed session.

WBJC/17/2024 PUBLIC PARTICIPATION

NONE

WBJC/18/2024 FINANCE MATTERS

6.1 To review the financial procedures and consider a resolution for the recent banking issues.

The chairman provided a summary of the recent banking issues explaining that they required a sum of money moved to a savings account where it would accrue interest. It was highlighted that there had been several requests made by the committee for the RFO to transfer £90000 to a savings account but it had not happened. It was noted that the chair and another member then visited the Cumberland Building Society to request a transfer of £90000 from the main WBJC account to the eSavings account but were told that this account is an online only account so the transaction couldn't be completed. Members were frustrated that this transfer had not yet happened despite asking on several occasions, explaining that the committee are accountable for public money and currently there was too much money sat in a general business account.

The RFO explained that there were several reasons why they had not yet made the transfer and this was due to not being present at the last WBJC meeting and only receiving notes which did not clearly explain that they wanted £90000 to be transferred. The current financial regulations were also mentioned as the cap on transfers was £30000. The RFO also asked for the exact amount of £90000 to be included in the minutes for future records. The RFO also went to the CBS to ask about the transfer and was told that there were no current members of the WBJC or employed staff that were authorised signatories of the WBJC's eSavings account.

RESOLVED

Members voted and it was **agreed** that Emma Ireton as the RFO should be a named signatory for the eSavings accounts. Members voted and it was **agreed** that the following members who are representatives from each parish would be signatories for the sSavings account:

Cllr Mary Clark

Cllr Anthony Huntington

Cllr William Marrs

Members voted and agreed to transfer the sum of £90,000 once the RFO had access to the eSavings account.

It was also agreed that the RFO would investigate other banking arrangements and report back at the next meeting.

The RFO highlighted that the current financial regulations had been updated and asked if members wanted to review the draft regulations. This suggestion was not answered.

6.2 To review and agree on the reserves policy

Members agreed that there needed to be a policy in place and while reserves were set last October, there needed to be a further discussion on what the policy should be by looking at it again ahead of setting the precept.

Current reserve figures for 2024/2025 were discussed but as the exact figures weren't present at the meeting it was requested that reserves should be included on the balance sheet. It was agreed to review at the next meeting when the reserve figures are provided.

RESOLVED

RFO to include reserves on balance sheet.

6.3 To discuss the loan repayments to the three councils

All members discussed the option of paying off the loan that was received by all three parishes as there was a significant sum in the bank accounts.

RESOLVED

RFO to clear the balance of the loans to Wigton, Woodside and Waverton at the earliest opportunity.

6.4 To review the end of year joint accounts.

Members received the end of year accounts, but it was noted that there was £159 which was an interest payment that was missing.

RESOLVED

Members voted and agreed to defer approving the joint accounts until the £159 interest payment was accounted for. It was also agreed that the RFO would provide the VAT owed at the next meeting.

WBJC/19/2024 CEMETERY ACTIONS

At the last meeting it was agreed that the WBJC would use an action plan/table for each meeting which will help to ensure actions set at each meeting are actioned. This was important as WBJC meetings are not every month, but it is still important to ensure all actions are completed and not forgotten about.

WBJC/21/2024 HEADSTONE REPAIRS

Cllr Girvan provided an update regarding headstones confirming that 9 had been refixed with a further 12 to be looked at. It was agreed that Able Memorial would be asked to inspect the floor of the war memorial and be asked if the lettering could be redone.

WBJC/22/2024 GRAVE/BURIAL SOFTWARE

Cllr Girvan explained that the system nearly has all records recorded and the diary is visible when logging on. It will allow you to click on a name and all burial information would be available for example where the plot is within the cemetery. It was agreed that grave enquiries will be added to the general notice at the cemetery. A fee of £15 was suggested for grave enquiries but this was not confirmed.

WBJC/24/2024 SIGNAGE

It was agreed that a sign should be placed at the cemetery so that dog owners are aware that they must have dogs on a short leash up to 6 feet.

It was also agreed that a sign should be out and visible so that visitors to the cemetery are aware grounds maintenance such as strimming is taking place.

Meeting closed – 20:58

Date next meeting – 31st July 2024