

A MEETING OF THE WIGTON BURIAL JOINT COMMITTEE WAS HELD ON

WEDNESDAY 15th MARCH 2024 AT 7.00PM

PRESENT-

Councillor Mary Clark (Acting Chairman)
Councillor Mary Huntington
Councillor John Hamblin
Councillor John Mattinson
Councillor George Girvan
Councillor Tony Huntington
Councillor Anne Jackson
Councillor William Marrs

WBJC/49/2024 TO RECEIVE APOLOGIES

Councillor Chris Scott

WBJC/50/2024 TO RECEIVE MINUTES FROM THE PREVIOUS MEETINGS HELD

Minutes from 15th November 2023 – AGREED
Minutes from 17th January 2024 - AGREED

WBJC/51/2024 DECLARATIONS OF INTEREST, MEMBERS AND OFFICERS TO GIVE NOTICE OF INTERESTS ON ITEMS ON THE AGENDA

NONE

WBJC/52/2024 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 13.

WBJC/53/2024 PUBLIC PARTICIPATION

The committee received a letter from J. Hill & Sons who had written to the committee on the behalf of two families. The letter outlined the specific concerns that both families faced in relation to recent changes concerning head and foot stones. It also asked that the first family were sent a letter confirming their request stated in the letter.

RESOLUTION

It was agreed that the first family would have their request granted and the clerk would send a letter to inform the family of the decision.

In relation to the second family, it was noted that no immediate action needed to be taken as the family had not yet expressed any specific requests after the exhumation

process was sent to them. The committee are aware of the family's upset and would be willing to discuss any next steps with the family if required.

WBJC/54/2024 FINANCE MATTERS

Members received quotes from Hills to remove the nails from the rubbish.

1. Quote for the shed and rubbish was £2500 plus VAT
2. Quote to repair the chapel doors was £1860 plus VAT

It was agreed that the chapel doors would be looked at in the future.

The budget for plants and flowers for the year was £300 and the current spend as of 6th March 2024 was £233 which left £67 in the budget. The committee highlighted that they needed to purchase more plants which would take them over the £300 budget. It was **AGREED** that the extra money would be taken from the general maintenance budget line to cover the cost of purchasing more plants. As of 6th March 2024 £73.50, had been spent with an approximate £200 more to also be spent.

It was noted that as of 29th February 2024 that the balance of the two WBJC accounts was £71121.20

It was also noted that the Solway Garden and Landscapes will be sending their invoice for two cuts and strimming.

WBJC/55/2024 HEADSTONE REPAIRS

Members were advised that due to the weather there was still no date agreed to start the work on the headstones and it could be May or June before the work begins.

It was noted that there are 16 headstones lying flat.

WBJC/56/2024 BENCH REPAIRS

Members were informed that some benches had been repaired but there were still several benches that required fixing with David agreeing to undertake some of the work and also Patterson agreeing to work on the bench been taken to Caldbeck. It was asked if Upcycle could make the repairs? It was also mentioned that it would be wise to have an inventory which stated which benches belonged to families and who was responsible for their repairs. It was also **AGREED** that any wood that was needed to repair benches could be taken from the general maintenance budget.

WBJC/57/2024 GRAVE DIGGING

A meeting between Cllrs Girvan and Marrs, RC and ID took place to discuss the possibility of ID taking on the grave digging contract. Members were informed that it was unfeasible for ID to take on the contract at this time. The main reasons for this were that there were certain criteria set by Allerdale's Bereavement Services that ID could not agree to. Criteria included:

- Graves are required to be prepared the day before funeral not the day of.
- There was no contingency plan in place if ID was unable to attend.
- The contractor did not use email.

The fee was also £100 more expensive per grave.

RESOLVED

The clerk would contact Tivoli and provide them with pictures of graves that have had severe sinkage as well as asking for their help in correcting this issue.

WBJC/58/2024 REPORTING OF ACCIDENTS

One councillor raised their concerns around accidents that may occur in the cemetery grounds and asked if it were sensible to have an accident book onsite to record accidents. Members were advised that there is no H&S legislation that requires the reporting of accidents.

RESOVLED

It was discussed and **AGREED** that while it is not statutory it is good practice to record accidents as it allows the committee to know where problem areas are so they can be addressed. There will be an accident book, but it will be stored at the WTC office to ensure GDPR regulations are met.

WBJC/59/2024 CEMETERY HOUSE

Cllr Huntington provided members with a report, there were no further questions.

WBJC/60/2024 GROUNDS MAINTENANCE

The graves that had sunk were discussed with a plan in place to repair.

It was noted that grass cutting would begin when it is dryer, hopefully March or April time.

WBJC/61/2024 RENEVATION OF THE FRONT OF THE CEMETERY

It was **AGREED** that a working group would be set up including:

Cllrs Clark, Huntington, Scott, Hamblin, Marrs and Girvan.

Cllr Marrs would be the coordinator.

There had been two contractors look at the project so far who provided different options. One contractor mentioned porous tarmac and the other advised traditional tarmac with drains.

It was also mentioned that there could be white lines painted to indicate disabled parking spaces.

The clerk was asked to contact Stamper Services for the third quote and to begin the application for the funding from the Fells and Solway Community Group.

The gates were discussed, and it was agreed that they should be kept but made higher. Cllr Marrs would liaise with Cllr Scott to provide suggestions.

Members also agreed to move the gates behind the wall and have steel pillars in place.

AMENDMENT

Cement pins to be placed around the cenotaph, as well as flowerbeds. Also, the sandstone from behind the chapel to be used as a flat surface where the disabled parking will be.

WBJC/62/2024 CHAIR REPORT

Cllr Huntington asked a builder to check the roof above the chapel door. The old chapel plaster was coming off, so it needed to be checked and made safe. The rubble also needed to be moved. **ACTION** - Clerk to ask SF to move the rubble to their skip.

In relation to the new chapel, there were issues with the guttering as it runs the wrong way. The gutter needs to be kept clear to allow it to run to the other end of the building as the gutter at this end runs into the soakaway. It was suggested that this soakaway could be made bigger during or before the project work is completed. The greenery was also cleared from the belfry and chapel. There were issues with birds going into the belfry, this was being resolved with IG making a mesh to prevent the birds from entering. It was also noted that there could be woodworm so an expert need to be called to carry out an inspection. **ACTION** – Cllr Huntington will take responsibility for finding an expert.

It was also agreed that an annual checklist be created to manage the maintenance of the buildings.

Meeting closed – 8:14pm.

Date next meeting – 15th May 2024