

WIGTON BURIAL JOINT COMMITTEE
Wigton Cemetery, Station Hill, Wigton, Cumbria CA7 9BN
Email address: wigtoncemetery@gmail.com

Draft minutes on meeting held at 7.00pm on 19th April 2023 on The Vestry, Wigton Cemetery

Present: H Robbins, M Clark, M Huntington, G Girvan, J Hamblin, J Mattinson, T Huntington, A Jackson, W Marris

Also present: Chris Scott, Emma Ireton

1. Apologies - none
2. **Minutes of the last meeting of the Joint Committee**
Two changes were made to the minutes, then approved.
3. No declaration of interest, etc
4. Exclusion of the press and public – none present
5. **Public Participation and Correspondence**
No press or public present. Chris Scott, Mayor of Wigton and Emma Ireton, Clerk of Wigton Town Council were present. There were no items on the agenda that had to be dealt with separately, on the grounds of confidentiality.
6. **Finance Matters/Rates**
It was discussed that the Clerk of Wigton Town Council is still looking at discrepancies in past financial information. It was agreed that we should remind Ruth Carr at Cumberland Bereavement Services to supply up to date financial information before Committee meetings. It was agreed that Emma Ireton would change financial information to show reserves and loan information separately.
GG updated that Julia was still working on rate reduction, however, the new council has changed some systems so this has set back progress a little.
It was agreed that WBJC create a policy to publish reserves, all members in agreement.
7. **Rented House**
TH reported that rent continues to be received on time. Work has commenced to make improvements to the house, the fire in the kitchen has been reinstated, etc. TH said that the condensation fixing system needs to be put in place and left to run to see if it fixes the current issues with damp.
8. **Heating**
It was discussed that there is a need to look at improving heating in the chapel, especially if people are paying for the chapel. The possibility of infrared heating was discussed as an option. GG to look into this and update. It was also agreed that the chapel needs to be advertised more.
9. **War Graves**
The Committee was in agreement to go ahead with the war graves sign. The best location for this would be on the gates, as it can simply be screwed on and it is easier to put on the gate than on the walls. MC advised that the British Legion would like the sign in place for this year's ceremony in November.
10. **Headstone**
No members had any objections to the double sized headstone being placed in the cemetery.

11. **Terms of Reference/Precept**

All members agree that the Terms of Reference need to be rewritten. It was also agreed that it would be a good idea to get the Terms of Reference looked at from a legal standpoint also. Emma explained an auditor had said starting with balances and working out the deficit would be the best way to work out precepts going forward. WTC now agree that the precept is not a grant. It was agreed both the precept system and the Terms of Reference need to be reviewed before October.

It was also discussed that going forward Wigton Town Council would be taking over clerking for the Wigton Cemetery, which should help with the disjointedness that currently exists.

12. **Fees**

It was agreed that the committee need to know the costs from Tivoli are going to be before deciding whether fees should go up again. It was decided to leave a decision until the next meeting,

13. **Ground Maintenance/Ian Rumney**

Ian Rumney has done the first cut and trim of the year. No problems so far. It was agreed that Ian Rumney will be paid equally every month, with extra work being invoiced separately. Emma Ireton confirmed that all counsellors were in agreement but a policy needed to be drawn up, which should be done by the next full council meeting.

14. **Mapping, grave deepening and unsafe headstones**

It was reported that the grave deepening had gone ahead and that a good job had been done. GG and WM confirmed that mapping of the cemetery was done and Ruth Carr at Cumberland Bereavement Services was making the details digital. This cannot be confirmed as finalised until Ruth completes the digitisation. GG reported there were 24 unsafe headstones, which would need to be repaired over the next two years and in the meantime will be tied up for safety. GG to get quotes from companies for repairs.

15. **Clerk's Report**

The clerk reported that she had been updating the cemetery website page.

16. **Chair and Member Reports**

There is now a Wigton Cemetery Facebook page where announcements and rules of the cemetery can be shown. There are currently no comments allowed on the page.

JH enquired about benches. MC advised the Victorian benches are getting fixed and others have been donated; she commented we need to find somebody willing to sand/varnish the benches. Chris Scott to get in touch with Amanda regarding benches.

17. **Date of next meeting**

14th of May 2023