

Wigton Burial Joint Committee

WBJC Clerk: Emma Ireton

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

Tel: 016973 44106

Email: clerk@wigtontowncouncil.org.uk

www.wigtontown.com

31 August 2023

Dear Councillor

You are summoned to attend a meeting of the Wigton Burial Joint Committee on **Wednesday 6th September July 2023 at 7:00 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 21st June 2023 – **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. Role of the clerk

To discuss the role of the clerk in relation to the WBJC and arrangements with WTC.

7. Finance Matters

To discuss the 2022/2023 year end accounts

To receive accounts to date and agree invoices to pay – **See attached**

8. Cemetery House

To provide an update regarding the house.

9. Grounds Maintenance

To discuss how the grounds contractor is paid through the summer period.

To discuss and review the grounds contract.

10. Headstone Repairs

To receive an update.

11. Grave Digging

To receive an update.

12. Sheep Incident

To discuss the complaint

13. Mapping and computing of graves

To receive an update on work undertaken so far.

14. Chair's Report

To receive the clerk's report

15. Clerk's Report

To receive the Clerk's report

16. Date of next meeting: TBC