

**A MEETING OF THE WIGTON BURIAL JOINT COMMITTEE WAS HELD ON**

**WEDNESDAY 22<sup>nd</sup> JANUARY 2025 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/56/2025 TO RECEIVE APOLOGIES**

Councillor Chris Scott

**WBJC/57/2025 TO RECEIVE MINUTES FROM THE PREVIOUS MEETINGS HELD**

Minutes of the meeting held on 20<sup>th</sup> November 2024 – **Approved**

**WBJC/58/2025 DECLARATIONS OF INTEREST, MEMBERS AND OFFICERS TO GIVE NOTICE OF INTERESTS ON ITEMS ON THE AGENDA**

NONE

**WBJC/59/2025 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.

**Public and press were excluded from agenda item 11**

**WBJC/60/2025 PUBLIC PARTICIPATION**

Cemetery house tenant had a representative attend the meeting to enquire more about privacy screening being installed since the hedge had been taken down. It was noted again that the tenant reported visitors looking through their window. It was asked if the rent could be reduced because of the lack of a fence or hedge, this request was declined. Representative was informed it would be discussed during agenda item 11.

**WBJC/61/2025 FINANCE MATTERS**

**61.1 To receive and discuss December's end of month finances along with any other relevant financial matter.**

Members received a cashbook up to the end of December 2024. Cllr Huntington requested a breakdown of the reserves which the clerk agreed to send after the meeting.

Members were asked to authorise SC as an additional signatory for the WBJC which would ensure all payments would be paid if the clerk/RFO was unavailable. It was noted however that there were names on the account that required removing. **ACTION** – clerk to remove unwanted signatories.

The clerk stated there were two invoices due to be paid to Gower LTD for the amounts of £1019.42 INC VAT and £1181.04 INC VAT but the budget only allowed for one payment. These payments are to pay for hosting and support maintenance so the budget requires both to be included annually which was unknown at the time of setting the budget.

### **RESOLVED**

Payments were authorised and the budget is to be amended to include both payments annually. It was also agreed that a policy was required for accessing burial information through the Gower software. This information should also be available on the website making it clear that Bereavement Services should be contacted.

### **WBJC/62/2025 HEADSTONE AND CENOTAPH REPAIRS – Cllr Girvan**

No new repairs have been made since the last meeting. Cllr Girvan is due to meet with Able Memorial to discuss cenotaph repairs and will feedback at the March meeting.

### **WBJC/63/2025 GROUNDS MAINTENANCE**

Most of the winter work has been completed and some of the ivy has been removed although the better weather is required finish removing the ivy as it is difficult to reach so it will require spraying.

It was reported that Cllr Hamblin was going to inspect the type of trees the saplings are when they are cut.

The soil heap containing clay, soil and rubble needs to be removed as the heap has grown to large. IR from SGL LTD reported it would take roughly 3 tipper truck loads to dispose of the heap which will be approximately £320 per load. The solution is to start the heap again in a more convenient area of the cemetery once the bulk has been removed. By having the heap nearer the gate it will be easier to dispose of as currently IR would need to barrow the heap across the cemetery to the gates before the tipper could be loaded and this would take a significant amount of time and labour before even paying for the removal by the tipper. It was asked if any local farmer would be interested in taking some of the heap which may be cheaper than a tipper removing the heap. **ACTION** – MC to contact local farmers and the clerk to contact the farmer who owns the farm behind the cemetery. If there is no success, then the committee will proceed with the tipper to remove the heap.

Members discussed planting another hedge, stating it would require planting before end of March if agreed. It was agreed that IR would purchase and plant more hornbeam as soon as possible.

There was the suggestion to clear the grass in the meadow, but no decision was made.

The gardener has been approached and will be able to start at the end of March. It was also noted that the grass around the cenotaph required better care, it was agreed a local resident who has offered to volunteer will tend to the grass in this area and use weed killer to remove weeds.

#### **WBJC/64/2025 SHED RENTAL**

Members discussed renting the shed, many comments were made regarding the need for an agreement and legal and financial implications.

#### **RESOLVED**

Member voted against renting the shed due to too many rules and regulations such as changes to business use which could affect business rates.

#### **WBJC/65/2025 CCTV**

Members discussed the advantages of having CCTV cover the entrance of the cemetery and the cemetery house. The clerk informed members that the tenants were happy for CCTV to cover the front of their property. The clerk provided some information around costs and the type of CCTV such as having remote access which required an internet connection or having it hard wired. Also discussed was who would install it, and would it be better to have a professional install it rather than the committee installing it.

#### **RESOLVED**

Members voted to install hardwired CCTV and asked the clerk to seek quotes and pass to members to review before proceeding with installation.

#### **WBJC/66/2025 CEMETERY ESTATE**

Members were informed the septic tank had been emptied and a new pump had been installed but it was also necessary for the tank to receive annual maintenance. Soil had been entering the pump, so a cement apron was required to prevent damage.

Meeting ended 8:36pm.

Next meeting – 19<sup>th</sup> March 2025