

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

9 July 2025

Dear Councillor

You are summoned to attend a meeting of the Wigton Burial Joint Committee on **Wednesday 16th July 2025 at 7:45 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 amended minutes of the meeting held on the 19th March 2025 – **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. Finance Matters

6.1 To receive financial statement, approved payments and budget monitoring for the first quarter of 2025/2026 – See attached

6.2 To approve regular payments for 2025/2026

7. CLERK

Discuss and make a decision for clerking provision for WBJC.- attached

8. CEMETERY FEES

Confirmation of Cemetery fees for 2025/26.- attached

9. TERMS OF REFERENCE

Agree to establish a sub group to review and up-date of The Terms of Reference for discussion at next meeting.

10. GROUNDS MAINTENANCE – Reports from Cllrs Clark and Marrs

To discuss issues

11. BENCH REGULATIONS

To review specifications

12. SERVICE LEVEL AGREEMENT

To confirm arrangements for a SLA with Tivoli

13. CEMETERY ESTATE

Agenda item Number 13 is private and confidential and will exclude press and public.

DATE of next meeting: TBC