

WIGTON BURIAL JOINT COMMITTEE

Clerk: Mrs Julia Webster, North View, Plasketts Lane, Wigton CA7 9ES
Telephone: 07796123425 e-mail: clerk@waverton-pc.gov.uk

Date 25th September, 2025

Dear Councillor

You are summoned to attend a meeting of the Wigton Burial Joint Committee on Wednesday, 1st October 2025 commencing at **7.00pm** in **The Vestry, Wigton Cemetery.**

Yours faithfully

Julia Webster

Julia Webster
Locum Clerk To WBJC

AGENDA

1. Apologies

To receive apologies and to note the reasons for absence.

2. Minutes

To consider the approval of the minutes of the meetings held on:
19th March, 2025(to follow)
Annual & main meetings of 16th July 2025 (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

6. Financial Matters

- 6.1 To receive the financial statements to date (attached)
- 6.2 To agree the hours and hourly pay rate of the Locum Clerk (Appendix 1)
- 6.3 To review and set the Cemetery fees (Appendix 2)

7. Financial Regulations/Standing Orders

To review and adopt Financial Regulations & Standing Orders (appendix 3)

8. Grass Cutting/path edging 2026 - 2029

To appoint a contractor for the grass cutting and path edging of the cemetery (appendix 4)

9. Cemetery Estate

To discuss progress on outstanding works to the estate.

10. Refuse/Debris Removal

To consider the quotes received (appendix 5a)

11. Purchase of Trailer

To consider the purchase of a trailer to remove garden and flower waste (Appendix 5b)

12. Updates

To receive updates from:

Cllr Girvan – Cenotaph works

Cllr Girvan – Service Level Agreement

Cllr Huntington – Terms of Reference

Cllr Clark – Chapel Doors

Cllr Clark – Winter Works/Wall Repair & wreath removal

13. Clerks Report

To receive the Clerks Report

Date of Next Meeting – Wednesday 29th October, 2025