

Local Government Act 1972
Churchyard Committee
Committee of Whalley Parish Council

Members of the Churchyard Committee, you are summoned to a Meeting to be held on
Monday 10th June 2024 in the Parish Church of Saint Mary and All Saints at 4.00pm

Signed: *EKHaworth*

Liz Haworth – Parish Clerk & Responsible Finance Officer

Agenda

Agenda items should be submitted to the Clerk seven clear days before the meeting.
The Clerk will forward members of the committee, all relevant information and supporting documents, 3 clear days before the meeting.

1.	Attendance & Apologies	
	To record attendance and to receive apologies for absence.	
2.	Declaration of Interests	
	To receive declarations of disclosable pecuniary, other registrable and non registrable interests in items for discussion on the agenda.	
3.	To Approve the Minutes of the Previous Churchyard Committee Meeting	
	To approve and confirm the accuracy of the Minutes of the meeting held Thursday 25 th March 2024.	
4.	Churchyard Tree Update	
	To receive an update on recent tree work.	
5.	Yew Tree Cutting	
	To consider planting a cutting from a yew tree to plant in the Churchyard.	
6.	Churchyard Budget & Expenditure	
	To update on budget and expenditure for the maintenance of the closed churchyard.	
7.	Pathway	
	To discuss and consider the options and quotes to improve the path leading to the 'new' (lower) churchyard.	
9.	Reports from Members and Clerk for information only – not for debate	
	Items arisen, since the last meeting for information only, that may result in future agenda item.	
10.	Next Meeting Date	
	To approve a date of the next meeting to be held in September 2024.	



Local Government Act 1972
Churchyard Committee
Committee of Whalley Parish Council

Members of the Churchyard Committee, you are summoned to a Meeting to be held on
Monday 25th March 2024 in the Parish Church of Saint Mary and All Saints at 4.00pm

Signed: *EKHaworth*

Liz Haworth – Parish Clerk & Responsible Finance Officer

Minutes

Agenda items should be submitted to the Clerk seven clear days before the meeting.
The Clerk will forward members of the committee, all relevant information and supporting
documents, 3 clear days before the meeting.

1.	Attendance & Apologies	
	Present: Cllr Cliff Ball (Chairman), Revd Jonathan Carmyllie, Judith Davies (Church Warden), Cllr Martin Highton, Cllr John Threlfall. Apologies: Cllr Caroline Allen. In Attendance: Liz Haworth Parish Clerk.	
2.	Declaration of Interests	
	There were no declarations of disclosable pecuniary, other registrable and non registrable interests in items for discussion on the agenda.	
3.	To Approve the Minutes of the Previous Churchyard Committee Meeting	
	It was resolved to approve and confirm the accuracy of the Minutes of the meeting held Thursday 3 rd August 2023.	
4.	Churchyard Committee Terms of Reference	
	It was agreed to receive and adopt the Churchyard Committee Terms of Reference as resolved by the Parish Council.	
5.	Churchyard Budget	
	The clerk provided updated figures on budget and spending allowances for the maintenance of the churchyard to consider when setting goals for spending.	
6.	Annual Tree Condition Inspection Report	
	Members of the Committee were updated that all works have been actioned as per the tree inspection report dated 24 th October 2023 with the exception of dead wooding the trees along Church Lane as there were parked cars obstructing the works. This work will be completed ASAP and the committee will be updated accordingly.	

7.	Pathway	
	<p>A discussion was had around various options of improving the path. It was decided that York Stone would be a favourite option and in keeping with the Church as a Grade I listed building.</p> <p>Cllr Ball is to seek three quotes for the cost of materials and works to be carried out to refurbish the path leading to the 'new' (lower) churchyard and present to the committee at the next meeting for the Church to have the details to apply for a faculty and a consultation can be carried out.</p>	
8.	Whalley Open Day	
	A discussion took place about the forthcoming Whalley & District Open Gardens Weekend from Saturday 27 th – Monday 29 th July 2024. The churchyard and allotments are both separately to be included in the itinerary and tickets are available for sale in the Church at £8 per adult ticket, admission for children is free.	
9.	Reports from Members for information only – not for debate	
	<p>Items arisen, since the last meeting for information only, that may result in future agenda item.</p> <p>Since the last meeting correspondence was received about some deadwood falling into the school grounds from the trees in the churchyard. A site visit was attended by Fisher Forestry and no further action was required.</p> <p>A drain at the cobbled area between the Dog Inn and Estate Agents is often blocked by leaves. The Church warden enquired as to whether the Council could investigate. The Clerk is to ask LCC if they can jet the drain. The same area is always flooded after heavy rain.</p>	
10.	Next Meeting Date	
	It was resolved to approve the date of the next meeting 10 th June 2024 at 4pm.	

The meeting closed at 4.45pm.

Cllr Clifford BallDate:

Chairman

Churchyard Budget & Expenditure Q1

Date	Payments Maint & Grounds Contract	Payments Tree Report	Payments Tree Works/Me morials/Ot her Structures	Total	Variance
April	349			349	0
May	349			349	0
June	349			349	0
July					
August					
September					
October					
November					
December					
January					
February					
March					
Total Spent to Date	1047	0	0	1047	
% of Budget Spent	25	0	0	12	
Budget	4188	900	3612	8700	

Churchyard Expenditure

Date	2021/22	2022/23	2023/24
April	(2,088.50)	(291.00)	(2,356.00)
May	(1,991.00)	(747.00)	(582.00)
June	0.00	(582.00)	0.00
July	(291.00)	0.00	(582.00)
August	0.00	(291.00)	(649.00)
September	(291.00)	(291.00)	(291.00)
October	(873.00)	0.00	(291.00)
November	(280.00)	(582.00)	(1,069.75)
December	0.00	0.00	(361.00)
January	(873.00)	(873.00)	(291.00)
February	0.00	(291.00)	(291.00)
March	0.00	0.00	(541.00)
Totals	(6,687.50)	(3,948.00)	(7,304.75)
Budget	8,000.00	8,200.00	8,700.00
Deficit/Surplus (annual)	1,312.50	4,252.00	1,395.25

*Some planned tree works from 2022/23 rolled into April 2024

*Grounds Maintenance Monthly Contract Works £349pcm 2024/25

Agenda Item 7

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AWAITING FURTHER INFORMATION AT TIME OF AGENDA