

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
Wednesday 2nd April 2025 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. 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 10 th June 2024.	
4.	Churchyard Tree Inspection Update	
	4.1 Members reviewed the Horse Chestnut Tree Report from Oct 2024. 4.2 Members reviewed the Dec 2024 Tree Inspection Report. Members felt that the tree plan provided within the report requires further refinement and was no longer clear. 4.3 The Horse Chestnut tree has been removed on recommendation of the report. 4.4 It was resolved to plant three oak trees, in the gap left from the removal of previous and latest horse chestnut trees removal. Action: Clerk to contact Abbey Gardening Services to procure and plant the trees.	
5.	Churchyard Wall	
	5.1 Members resolved to assess the trees causing damage to the churchyard wall, which backs onto Back King Street. Action: <ul style="list-style-type: none"> The Clerk will contact a tree specialist to arrange a site meeting. Following the assessment, remedial works to the wall will be undertaken as necessary. 5.2 Members reviewed the correspondence received with regards to the overgrown ivy. It was resolved that as the work had already been carried out	

	<p>before the matter was referred to the Committee, no further action will be taken. Action: Clerk to respond to the correspondence.</p> <p>Members considered the ivy on the wall along Back King Street and resolved to request a quote for its removal. Action: Clerk will obtain a quote for the removal.</p>																																																																																																					
6.	<p>Churchyard Budget & Expenditure</p> <p>Members reviewed the report for the budget and expenditure for the maintenance of the closed churchyard for the year ending March 2025.</p> <table><tr><th colspan="5">Churchyard Expenditure</th></tr><tr><th>Date</th><th>2021/22</th><th>2022/23</th><th>2023/24</th><th>2024/25</th></tr><tr><td></td><td></td><td></td><td></td><td></td></tr><tr><td>April</td><td>(2,088.50)</td><td>(291.00)</td><td>(2,356.00)</td><td>(291.00)</td></tr><tr><td>May</td><td>(1,991.00)</td><td>(747.00)</td><td>(582.00)</td><td>(291.00)</td></tr><tr><td>June</td><td>0.00</td><td>(582.00)</td><td>0.00</td><td>(407.00)</td></tr><tr><td>July</td><td>(291.00)</td><td>0.00</td><td>(582.00)</td><td>(349.00)</td></tr><tr><td>August</td><td>0.00</td><td>(291.00)</td><td>(649.00)</td><td>(349.00)</td></tr><tr><td>September</td><td>(291.00)</td><td>(291.00)</td><td>(291.00)</td><td>(349.00)</td></tr><tr><td>October</td><td>(873.00)</td><td>0.00</td><td>(291.00)</td><td>(599.00)</td></tr><tr><td>November</td><td>(280.00)</td><td>(582.00)</td><td>(1,069.75)</td><td>(349.00)</td></tr><tr><td>December</td><td>0.00</td><td>0.00</td><td>(361.00)</td><td>(729.00)</td></tr><tr><td>January</td><td>(873.00)</td><td>(873.00)</td><td>(291.00)</td><td>(349.00)</td></tr><tr><td>February</td><td>0.00</td><td>(291.00)</td><td>(291.00)</td><td>(349.00)</td></tr><tr><td>March</td><td>0.00</td><td>0.00</td><td>(541.00)</td><td>(3,449.00)</td></tr><tr><td></td><td></td><td></td><td></td><td></td></tr><tr><td>Totals</td><td>(6,687.50)</td><td>(3,948.00)</td><td>(7,304.75)</td><td>(7,860.00)</td></tr><tr><td>Budget</td><td>8,000.00</td><td>8,200.00</td><td>8,700.00</td><td>9,400.00</td></tr><tr><td>Deficit/Surplus (annual)</td><td>1,312.50</td><td>4,252.00</td><td>1,395.25</td><td>1,540.00</td></tr><tr><td></td><td></td><td></td><td></td><td></td></tr></table> <p>***June 2024 £7820 Parish Council funds earmarked for churchyard path</p>	Churchyard Expenditure					Date	2021/22	2022/23	2023/24	2024/25						April	(2,088.50)	(291.00)	(2,356.00)	(291.00)	May	(1,991.00)	(747.00)	(582.00)	(291.00)	June	0.00	(582.00)	0.00	(407.00)	July	(291.00)	0.00	(582.00)	(349.00)	August	0.00	(291.00)	(649.00)	(349.00)	September	(291.00)	(291.00)	(291.00)	(349.00)	October	(873.00)	0.00	(291.00)	(599.00)	November	(280.00)	(582.00)	(1,069.75)	(349.00)	December	0.00	0.00	(361.00)	(729.00)	January	(873.00)	(873.00)	(291.00)	(349.00)	February	0.00	(291.00)	(291.00)	(349.00)	March	0.00	0.00	(541.00)	(3,449.00)						Totals	(6,687.50)	(3,948.00)	(7,304.75)	(7,860.00)	Budget	8,000.00	8,200.00	8,700.00	9,400.00	Deficit/Surplus (annual)	1,312.50	4,252.00	1,395.25	1,540.00						
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7.	<p>Pathway</p> <p>Members received information on sourcing York Stone for the churchyard path. Further investigation will be carried out; however, funding may need to be prioritised for remedial works on the tree causing damage to the wall.</p>																																																																																																					
9.	<p>Reports from Members and Clerk for information only – not for debate</p> <p>Items arisen, since the last meeting for information only, that may result in future agenda item.</p>																																																																																																					

	<p>A deadwood branch was reported to be hanging from a tree. Action: Clerk to organise removal.</p> <p>Members to receive a copy of the latest Quinquennial Report and review any comments at the next meeting.</p> <p>Members asked when the next safety inspection of the memorial stones in the churchyard is due. The Clerk will confirm the due date for the next inspection and report back to the Committee at the next meeting.</p>	
10.	Next Meeting Date	
	It was resolved to approve the date of next meeting as Monday 12 th May 2025 at 4pm.	

Meeting Closed at 4.45pm

Draft Minutes Subject to Confirmation

Cllr Clifford Ball Date:.....
Chairman