

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

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 10 th June 2024.	
4.	Churchyard Tree Inspection Update	
	4.1 To review the October 2024 Horse Chestnut Inspection report. Email 29/9/2024. 4.2 To review the Dec 2025 Tree Inspection Report. 4.3 To update on recent tree works. 4.4 To agree the planting of three oak trees, after the removal of the horse chestnut tree.	
5.	Churchyard Wall	
	5.1 To consider repair works to the churchyard wall backing onto Back King Street and assess the trees responsible for the damage. 5.2 To consider the correspondence received with regards to the overgrown ivy.	
6.	Churchyard Budget & Expenditure	
	To update on budget and expenditure for the maintenance of the closed churchyard for year ending March 2025.	
7.	Pathway	
	To receive an update on renewing the churchyard path.	

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. (September 2025)	

Agenda Item 3 (2 Pages)



**WHALLEY
PARISH COUNCIL**

"Together we aspire, together we achieve"

Whalley Parish Clerk
27 Waddow Grove
Waddington, Clitheroe
BB7 3JL
M:07966 388843
E:clerk@whalleyparishcouncil.org.uk

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

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.	101/24
2.	Declaration of Interests	
	There were no declarations of disclosable pecuniary, other registrable and non registrable interests in items for discussion on the agenda.	102/24
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 25th March 2024.	103/24
4.	Churchyard Tree Update	
	Since the last meeting there had been reports of damaged branches over hanging the courtyard to The Stables on Back King Street. These have been actioned and removed.	104/24
5.	Yew Tree Cutting	
	The committee has been kindly offered a cutting from a Yew tree for planting in the churchyard. The members need to consider a suitable permanent location for the cutting and furthermore to consider the implementation of a medium to long term plan for managing trees in the churchyard, replacing old damaged failing trees with new trees.	105/24
	ACTION: The Clerk is to speak with Dave Hewitt at RVBC and Ken Linford Three Check Ltd for input and advice.	106/24
	Clerk to contact the kind offer of cutting to ask if we can delay our response at this time whilst considering tree maintenance and planning.	107/24

6.	Churchyard Budget & Expenditure	
	Members were updated on budget and expenditure for the maintenance of the closed churchyard. Annual Budget £8700. Monthly Grounds and Maintenance Contract £349. (£4188 pa) Unspent Church funds (partly related to covid) March 2021-2024 £6960.	108/24
7.	Pathway	
	Cllr Ball has requested estimates and quotes for works to the path in the churchyard. He has received one estimate amounting to £7820+VAT to clear, base and lay appx 30 metres of Yorke stone flags to improve the path leading to the 'new' (lower) churchyard. Whilst only one estimate has been received it was resolved to approve the estimate, costs and works, subject to the application being accepted by the faculty, as the estimate provider is known for his quality of workmanship and reliability. RJC is to apply to the faculty for decision.	109/24
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. The next tree safety inspection from Tree Check Ltd is due in October 2024. Clerk has requested LCC jet the drain at the cobbled area between the Dog Inn and Estate Agents via Cllr Mirfin. Cllr Ball would like the committee to consider treeworks on the conifers at the bottom of the churchyard.	110/24
10.	Next Meeting Date	
	It was resolved to approve a date of the next Churchyard Committee meeting 10 th September 2024 at 2pm in the Parish Church of Saint Mary and All Saints.	111/24

Meeting closed at 5pm.

Cllr Clifford BallDate:.....
Chairman

Agenda Item 4.1 ([REDACTED]) (5 Pages)

clerk@whalleyparishcouncil.org.uk

From: Ken Linfoord <[REDACTED]>
Sent: 29 September 2024 23:43
To: clerk@whalleyparishcouncil.org.uk
Cc: 'Alex Shutt'; 'David Hewitt'
Subject: RE: Horse Chestnut in the Churchyard
Attachments: 20240925_165443.jpg; 20240925_165402.jpg

Importance: High

Flag Status: Flagged

Hi Liz

I have been to Whalley and looked at the tree and the fallen branch of the Horse Chestnut at the Church yard.

The trees are covered by the CA. I will copy this note to Dave and Alex at RVBC for their views as my experience over the last 15 years or more indicates that the School Head Teacher and Governors and the Church and users of the PROW may have an interest in Pruning or removal decisions. I don't think we have to ask everybody what they think but the tree has reached a critical point in its life and the right decision needs to be taken.

The main points about the Horse chestnut tag 620 is as follows

1. Some 15 years ago a central cable bracing system was installed after the Junior school complained and we had meetings with the Head teacher governors and Parents regarding the risk if branch failure occurred and something fell into the School play area. Some trees were pruned and in the case of 620 the bracing system was installed to minimise the risk of harm.
2. The tree has suffered from bleeding canker for several years and only 60% of the butt circumference is bark covered. I would expect the tree to have a degree of central decay but hammer and drill tests suggest that catastrophic failure is unlikely. The yellowing of the leaf canopy suggests that the trees capability to transfer moisture and to photosynthesise is being compromised a cycle of decline may be starting.
3. The Horse chestnut to the north of 620 suffered a large limb failure in the recent past and was felled. This open space will have increased the wind effect on 620 so that when gusting winds occurred a few weeks ago the canopy had less protection and the 300mm dia branch failed into the churchyard. Photos of the failed union (Attached) suggest that timber decay was not the cause.
4. The highest value targets close to the tree are the children sometimes in the school play area and the Public right of way to the west. The west facing canopy has been reduced several times and the children's play area has a 7m exclusion zone on the churchyard side.
5. As the tree canopy is now more exposed to the prevailing winds, branch failure has occurred twice within the last two years and we seem to have greater likelihood of gusting winds in the future I feel that removal of 620 would be wise. The canopy could be dramatically reduce to 12m from 18m but Horse Chestnuts do not respond well to topping and such a pruning regime would look brutal within a Conservation Area. If the tree was fully removed to ground level there would be a 24m gap which could be filled with three select standard oaks able to fill the space over the next 50-100 years during which two further Chestnuts may need removal.
6. I recommend the felling and removal of the Tree 620 and replacement planting of three select standard oaks at 6m centres 1m clear of the Footpath Wall.

If Alex/Dave agree with my conclusions and your committee agree, I will propose removal and replanting.

Regards

Ken Linford
Consulting Arborist



Tree Check Ltd, 252 Leyland lane, Leyland, Lancs. PR25 1XL

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From: clerk@whalleyparishcouncil.org.uk [mailto:clerk@whalleyparishcouncil.org.uk]

Sent: 24 September 2024 17:41

To: t [redacted]

Subject: FW: Horse Chestnut in the Churchyard

Hi Ken

Please see below.

Kind Regards

Liz Haworth
Clerk and Responsible Finance Officer
Whalley Parish Council
m: 07966 388843
w: whalleyparishcouncil.org.uk



**WHALLEY
PARISH COUNCIL**

"Together we aspire, together we achieve"

From: Registrar

Sent: 05 September 2024 09:39

To: Ken Linford <t [redacted]>

Cc: Martin Highton <chairman@whalleyparishcouncil.org.uk>

Subject: FW: Horse Chestnut in the Churchyard

Good Morning Ken,

Please could you arrange an inspection of this tree in the churchyard or let us have your opinion if any further action is required.

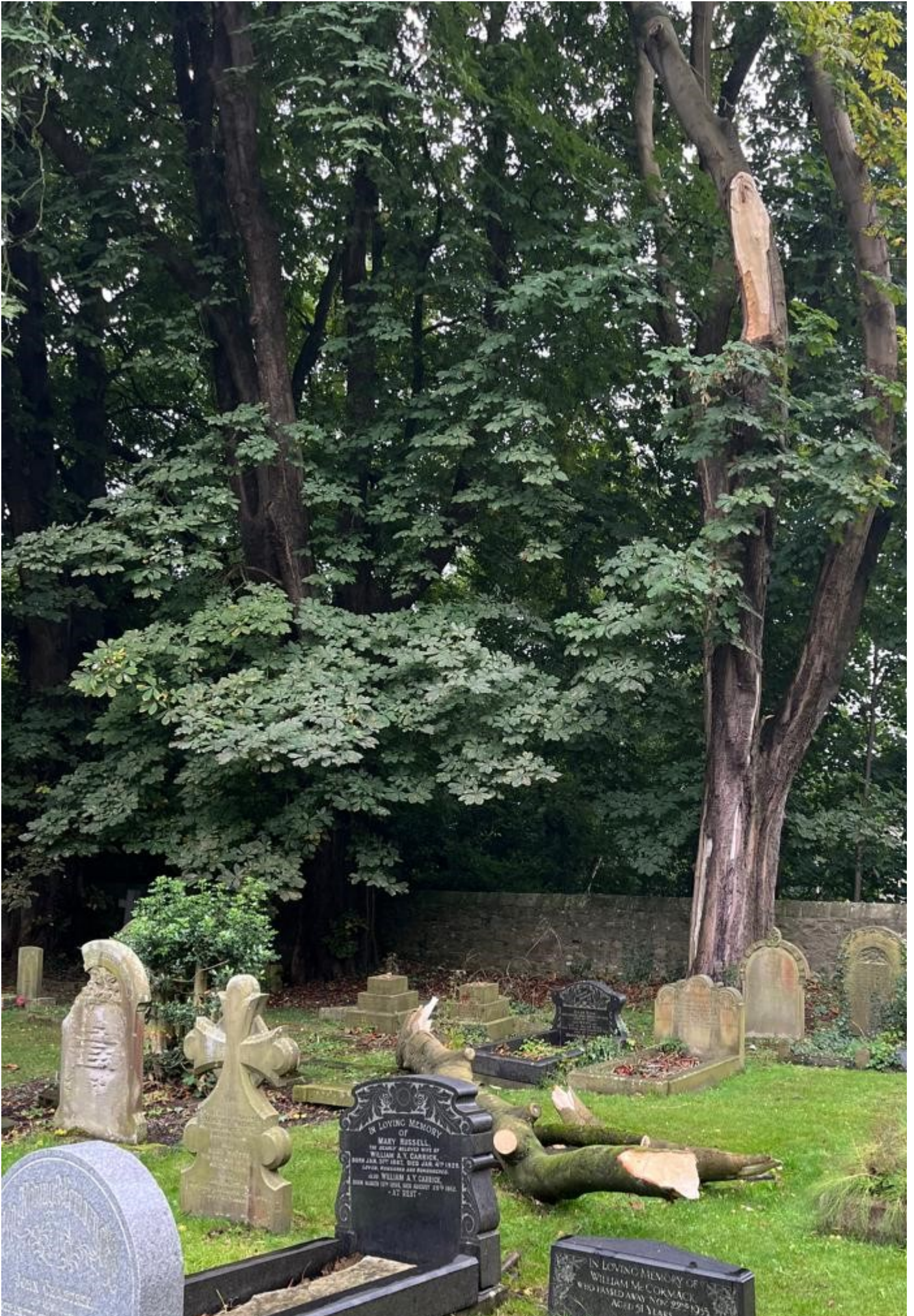
We await your comments, thank you.

Kind Regards
Liz Haworth
T: 07966 388843

Whalley Wiswell & Barrow Cemetery



From: Liz Haworth [REDACTED]
Sent: 05 September 2024 09:28
To: Registrar <registrar@wwbjbc.org.uk>
Subject: Horse Chestnut in the Churchyard





Agenda Item 4.2 (4 Pages)

ANNUAL TREE CONDITION INSPECTION: TREES WITHIN CHURCHYARD AT WHALLEY PARISH CHURCH

DATE: 9th December 2024

CLIENT: Whalley Parish Council

LOCATION: St Mary and All Saints, Whalley. Trees are all within the Whalley Conservation area administered by Ribble Valley Borough Council

OBJECTIVE: To determine the extent of any hazard present and to schedule any works required and generally to enable the Client to discharge their duty of care to the local public and persons using the church and churchyard and Junior School. This annual survey updates the earlier survey and has been moved backwards to coincide with the possible evidence of fruiting bodies showing root and butt decay

SITE CONDITIONS: The trees were surveyed in wet clear conditions in late October. The trees were not climbed but Visual Tree Assessment methods and Digital Microprobe (Dmp) tests used to determine the extent of decay or indicators of potential hazard where appropriate. In the early part of 2023 a limb failure into the graveyard occurred. There was no damage to Grave stones or the public

Discussions were held with the landlady at the Dog Pub regarding the overhanging sycamore

CONCLUSIONS AND RECOMMENDATIONS:

- 1. Removal of epicormics growth on limes is still outstanding from earlier and clearance of epicormics growth on the lower trunk of the roadside lime trees will enable inspection in 2024.** Epicormic shoot pruning on mature limes enables butt tests to be carried out regularly. Basal and stem decay on limes is often not signalled by canopy growth and hammer or fine drill tests may be necessary. The epicormics growth is still evident and it would assist matters if the removal of the epicormic growth could be carried out before the end of March 2024. bUtt ttests can then be carried out in June 2025.
- 2. The Sycamore removed from the school end entrance in 2022 has not yet been replaced.** We would recommend a Select Standard English oak, being slow growing and being in a key position in an iconic village landscape. The planting pit may need to be resoiled by .5m2 of good top soil.
3. The tree gap which now exists on the wall boundary with the PROW on the school boundary should be filled with a planting of a Select standard Oak Tree or a Hornbeam or lime. The wall has been yellow spot marked where the planting could take place.
4. Note boundary wall fractures close to three lime trees on pavement side Trees 523, 524, 525. These same trees have deadwood stubs over-reaching the pavement and road. Stubs with a diameter in excess of 35mm will justify removal given the residents car parking habits on the road.
5. The highlighted small items on the following schedule need to completed
6. The trees should be inspected again in June 2025 or after high winds or branch failures.
7. No tree can be regarded as totally safe. However the inspection has not brought to light any factors indicating a risk of failure or danger to the public that cannot be redressed by the scheduled works. The risk of harm is calculated using the QTRA system which regards the level of risk of 1:10,000 as set down by the HSE as being acceptable bearing in mind that no situation is ever free from risk.

If you require more information please let us know.

Ken Linford
Consulting Arborist

TREE CHECK LTD
252 LEYLAND LANE
LEYLAND
LANCS
PR25 1XL

TREE CONDITION REPORT

ON TREES WITHIN CHURCHYARD AT WHALLEY PARISH CHURCH

DATE: 24.10.23 WEATHER CONDITIONS: Dry and Cold. INSPECTOR CODE: KL

TREE	SPECIES	HGT	DBH	CROWN SPREAD	GENERAL CONDITION GOOD/FAIR/POOR	WORK REQUIRED	URGENCY
519	Sycamore	20	750	12	M. G some epicormic. Fork at 4m Good attachments . note wall fracture. Small deadwood under 25mm	Sever epicormics growth	High
520	Lime	18	800	8	M. Good.		
521	Lime	18	900	9	M. Good. .		
522	Lime	18	900	9	M. Good.		
523	Lime	22	1000	12	M. Good. Limb extensions over road and church.	Sever epicormics growth	High
524	Lime	22	950	8	M. Good. Clear stem. . Deadwood over Church yard entrance and car parking on road	Sever epicormics growth	High
525	Lime	16	600	7		Sever epicormics growth	High
526	Sycamore	19	800	12	M. Good. Deadwood over Church yard entrance and car parking on road		
527	Sycamore	19	1100	14	M. Good.	Remove hanging branch	High
528	Sycamore	20	1600	16	LM Good Thinning upper canopy, slight lion tailing. Hidden Cavity in lower fork at 3m and 4m		
529	Sycamore	18	30	14	LM Good firm buttress roots. Thinning canopy. Dominant tree.		
530	Oak	14	350	7	M Good Fastigate, slow growth, crown raised. Deadwood over garage area		
531	Sycamore	12	600	8s	Good.		
845	Holly	7	350	4	M F Suppressed, oversoiled root plate	Reduce leaders by 40% to provide more airspace for adjacent oak 530	High
532	Yew	10	950	12	Developing taller crown		
533	Pine	18	550	10	M Multistem. Red Spot, Low canopy obstructing access		
534	Sycamore	22	750	12	M Good stable, slight bark buckling,		
442/ 443	Hornbeam (2)	17	400	7	M Good Well branched, erect canopy fastigate		
557	Red Oak	17	300	12	Good.		

Trees of lesser importance and under 100mm dia have been excluded. SM = Semi Mature. M = Mature. EM = Early Mature.
MS = Multi stem C/r = Crown raise, DW = Dead Wood removal. R = Resistograph Tested. D/w = Remove deadwood.
DBH= dia at breast height

TREE CONDITION REPORT

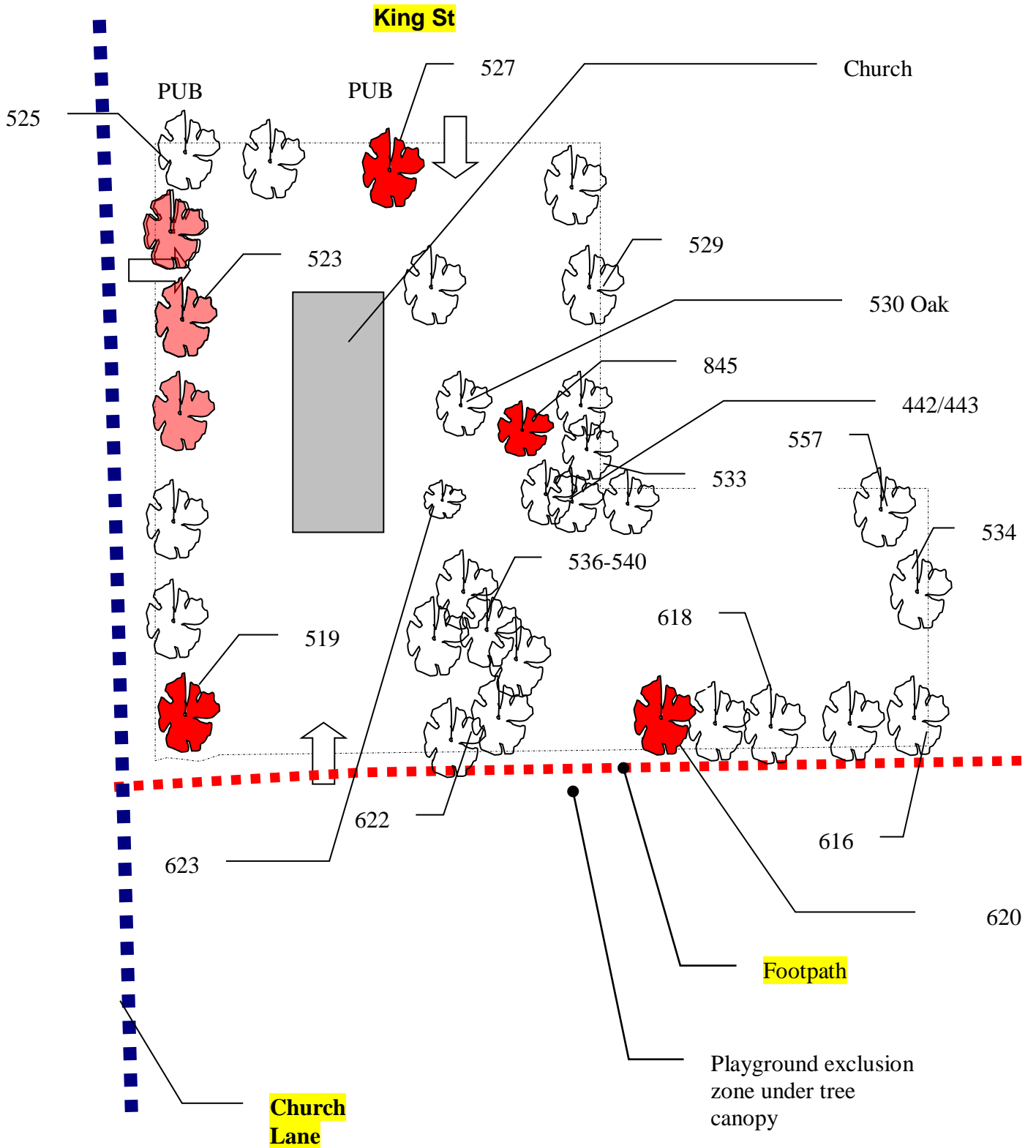
ON TREES WITHIN CHURCHYARD AT WHALLEY PARISH CHURCH

DATE: 24.10.23 **WEATHER CONDITIONS:** Damp and Mild. **INSPECTOR CODE:** KL

TREE	SPECIES	HGT	DBH	CROWN SPREAD	GENERAL CONDITION GOOD/FAIR/POOR	WORK REQUIRED	URGENCY
616	Sycamore	22	800	15	G/F L M. Fractured wall. Thin canopy.	Sever ivy	High
617	Sycamore	22	700	10	Good LM Previously c/raised and pruned to reduce SBD risk Pythophthora effect on S side	Remove epicormics growth	High
618	H Chestnut	22	880	14	Bark loss in fork crotch, possible fine fracture leading up to fork.		
619	H Chestnut	21	950	14	Good LM Previously c/raised and pruned to reduce SBD risk.		
620	H Chestnut	22	900	16	. Close to wall and path.	REMOVE DECEMBER 2024	High
622	H Chestnut	21	1200	15	Good		
623	Cherry	5	350	2	Good		
535	Pine	15	380	6w	Good		
536	Sycamore	20	700	10	Good		
537	Yew	12	500	6	Good Fastigate		
538	Yew	12	500	6	Good Fastigate.		
539	Yew	12	500	6	Good Fastigate		
540	Lawsonia	12	800	6	G. EM twin stem. Slight basal decay....compartmentalised		

Trees of lesser importance and under 100mm dia have been excluded SM = Semi Mature. M = Mature. EM = Early Mature.
MS = Multi stem C/r = Crown raise, DW = Dead Wood removal. R = Resistograph Tested. D/w = Remove deadwood.
DBH= dia at breast height

TREE LOCATIONS AT WHALLEY PARISH CHURCH (unscaled)



Agenda Item 5.2

Begin forwarded message:

From: [REDACTED]
Date: 18 December 2024 at 10:47:33 GMT
To: wardens@whalleypc.co.uk
Cc: [REDACTED]
Subject: Whalley church

Good morning Judith

There are two things I wanted to ask you if I may

- a. have you had any joy about the wall that is in danger of falling into my property
- b. there is a substantial amount of Ivy growing out of the church yard onto a building I own and I have a quote for its removal which is the best part of £2000.

The Ivy has come from the churchyard and accordingly I'm asking if you would at least share the cost with me please?

I will what's app you a picture of the ivy.

I look forward to hearing from you.

Thank you

[REDACTED]

Agenda Item 5.1 (3 Pages)







Agenda Item 6

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

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

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

***June 2024 £7820 Parish Council funds earmarked for churchyard path