

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 15 June 2026 in the Parish Church of Saint Mary and All Saints at 2.00pm

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.	To Elect a Chairman	
	The Committee unanimously resolved to nominate Cllr Cliff Ball for election as Chairman of the Committee for 2026–27.	144/26
2.	Attendance & Apologies	
	Present: Cllr Allen, Cllr Ball (Chairman), Rev Carmyllie, Judith Davies (Church Warden), Cllr Highton. In Attendance: Liz Haworth (Clerk)	145/26
3.	Declaration of Interests	
	There were no declarations of disclosable pecuniary, other registrable and non registrable interests in items for discussion on the agenda.	146/26
4.	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 Wednesday 16 March 2026.	147/26
5.	Churchyard Budget & Expenditure	
	The Committee reviewed the budget and expenditure allocated for the maintenance of the closed churchyard.	148/26

Churchyard Budget/Expenditure & Forecast 2026-27										
	Maint & Grounds Contract	Payments Tree Report	Treeworks	Memorials	Churchyard Wall	Total	Running Total YTD	Predicted % of Budget Spent	Actual 2024/25	Actual 2025/26
	2026-27	2026-27	2026-27	2026-27	2026-27	2026-27	2026-27	2026-27		
Date	£	£	£	£	£	£	£	%		
April	349					349	349	2.33%	291	349
May	349				6000	6349	6698	44.65%	291	
June	349		2750		480	3579	10277	68.51%	407	698
July	349					349	10626	70.84%	349	
August	349					349	10975	73.17%	349	698
Sept	349					349	11324	75.49%	349	1,062
Oct	349					349	11673	77.82%	599	349
Nov	349					349	12022	80.15%	349	349
Dec	349					349	12371	82.47%	729	349
Jan	349					349	12720	84.80%	349	1,999
Feb	349					349	13069	87.13%	349	349
March	349					349	13418	89.45%	3449	349
Totals	4188	0	2750	0	6480	13418			7860	6,551
% of Budget Spent	100	0	92	0	100	89			52	44
Budget	4188	900	3000	412	6500	15000			9400	9,400
Variance						1582**			1540*	2849*
*Projected June Costs										
Residue 2024/25		£1,540								
Residue 2025/26		£2,849								
Projected residue 2026/27		£1,582								
Subtotal		£5,971								
Parish Council funds earmarked for churchyard path										
Jun-24		£7,820								
Total Funds available		£13,791								
The residue from 2024/25 (£1,540), 2025/26 (£2,849), and the projected residue for 2026/27 (£1,582) amounts to £5,971. Together with the £7,820 earmarked by the Parish Council in June 2024 for the churchyard path, the total funds projected to be available are £13,791.										
6.	Churchyard Maintenance									
	6.1 The work to repair the churchyard wall damaged by the multi-stemmed tree has been completed.									149/26
	6.2 It was resolved to accept the quotation of £480 for repairing a crack in the churchyard wall near the path leading to the allotments.									150/26
	6.3 It was resolved that the ivy be severed from the churchyard wall at the earliest opportunity and removed in its entirety by the contractor over the winter months.									151/26
	6.4 The clearance of the area in front of the Bier House was considered. It was noted that some of the stone could be reused, whilst the remaining debris should be removed.									152/26
7.	Churchyard Memorial Inspection									
	A memorial inspection has been undertaken, and 13 memorials have been identified as requiring work. None of the memorials are considered dangerous or in need of immediate action. The Committee is awaiting quotations for the works to determine further action.									153/26
8.	Churchyard Tree Works Update									
	8.1 The Committee is still awaiting the approved works to be carried out in relation to the Tree Inspection Report.									154/26
	8.2 It was noted that two of the three oak saplings have not taken, and this will need to be reviewed with the contractor.									155/26

9.	Pathway	
	The Committee reviewed the quotation received for the upgrade of the churchyard path. The committee is awaiting further quotations in line with policy before a decision can be made.	156/26
10.	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.	
	10.1 Communication via RVBC/DH Bough regarding the rear of The Dog Inn. It has been agreed that the bough overhanging the rear of The Dog Inn be removed in conjunction with the other approved tree works in the Churchyard.	157/26
	10.2 The committee have requested that the root ball of the Laburnum that fell over a couple of years ago be removed from the churchyard. Clerk to ask the Contractor to remove it as part of the approved tree works.	158/26
	10.3 The Churchyard Committee is aware of trips on the uneven surface of the York stone flagstones within the Churchyard and will continue to monitor the situation.	159/26
	10.4 The Clerk is to contact the contractor to consider works to the former lantern fixing slots in the flagging around the churchyard.	160/26
11.	Next Meeting Date	
	The next meeting is to be held Monday 14 September 2026 at 2pm in the Parish Church of Saint Mary and All Saints.	161/26

Draft Minutes Subject to Confirmation