



NOTICE OF MEETING & SUMMONS TO ATTEND

**THERE WILL BE A MEETING OF THE AYLSHAM
CHURCHYARD COMMITTEE
HELD AT AYLSHAM TOWN HALL
ON MONDAY 10 JUNE 2024 at 10am**

A G E N D A

01 ELECTION OF CHAIRMAN

To agree a chairman for the forthcoming year

02 APOLOGIES FOR ABSENCE

To receive and accept apologies for absence as notified to the Town Clerk

03 MEMBERS' DECLARATIONS OF INTEREST & DISPENSATIONS

To receive Members' Declarations of Interest in Agenda Items

To note any Requests for Dispensations

04 MINUTES

To receive, confirm and sign Minutes of the Churchyard Committee Meeting held on 29th April 2024* attached Pages 3-4

05 ADJOURNMENT OF THE MEETING

To adjourn the meeting for the time specified in the Resolution to allow public speaking

06 INFORMATION ON MATTERS ARISING

To receive information on any Matter Arising from the Minutes not listed elsewhere

07 PATHWAYS/ROADWAYS

To discuss any issues that have arisen

08 WALLS

a) To receive an update

b) To receive an update on the planning and faculty applications

09 GROUNDS MAINTENANCE

a) To receive an update on the garden area

b) To receive an update on the waste area

c) To consider benches

d) To note any issues with general grounds maintenance

10 WAR MEMORIAL

To receive an update

11 LYCH GATE

To receive an update

12 CHURCH BUILDING

To receive information on plans/work on the fabric of the church

13 CHURCH CLOCK

To receive an update on the Church Clock

14 AYLSHAM CEMETERY

a) To receive any update

15 PAUPERS GRAVEYARD

a) To receive an update on maintenance

b) To receive an update on signage

16 ITEMS FOR INFORMATION/NEXT AGENDA

To note any items of information or for the next/future Agenda

17 DATE OF NEXT MEETING

To agree date and time of next meeting



Sue Lake
Aylsham Town Clerk

3rd June 2024

**MINUTES OF THE MEETING OF THE AYLSHAM TOWN COUNCIL
CHURCHYARD COMMITTEE HELD IN THE TOWN HALL AYLSHAM
ON MONDAY 29 April 2024 at 10am**

PRESENT:

Mrs A Overton Chairman	Mrs M Evans
Mr T Bennett	Erica Fisher
Mrs J Bennett	Mr M Martin
Rev Canon Julie Boyd	Natalie Rees
Mr K Cunnane	Wendy Sadler

OFFICER: Mrs S Lake, Aylsham Town Clerk

1. APOLOGIES FOR ABSENCE

None received.

2. MEMBERS DECLARATIONS OF INTEREST & DISPENSATIONS

None declared

3. MINUTES

The last meeting of the churchyard Committee was held on 13th March 2024. The minutes were **AGREED** and signed by the chairman.

4. ADJOURNMENT OF THE MEETING

Not required

5. INFORMATION ON MATTERS ARISING

The clerk advised that the last meeting was not actually quorate as there were not three Town Councillors present.

6. PATHWAYS/ROADS

To discuss any issues that have arisen

The paths are still an issue but any replacement will need to wait until after the wall project is finished.

The clerk will look at the issue of the drains to see if temporary repairs can be made

7. WALLS

a) To receive an update

Outcomes were still awaited for both planning and faculty applications for the repair of the walls.

The gate to the side entrance will be retained by the church in case it needs to be re-installed at a later date.

Planting will be set back from the walls.

8. GROUND MAINTENANCE

a) To receive an update on the garden area

Aylsham In Bloom and volunteers from the church with assistance from the Town council staff have made great in-roads into the area. Plants that are growing through the walls will be left to die naturally having been cut at the roots. There is concern regarding ivy around the cottage near the heritage centre. The clerk will visit the owners to speak with them.

It may be that only one bench will be required. Types of benches and prices will be brought to the next meeting.

The faculty has been agreed and the petition now needs to be completed once planning permission has been agreed. The application is currently with planning at Broadland.

b) To receive an update on the waste area

This is currently with planning

c) To note any issues with general grounds maintenance

The church is looking to create a new bug hotel and also a wildlife garden once the current project is completed.

9 WAR MEMORIAL

Nothing to report

10 Lych GATE

Smouldering was reported at the Lych Gate but was contained before any damage occurred.

11 CHURCH BUILDING

Nothing new to report. The installation of solar panels will be discussed.

12 CHURCH CLOCK

The Town Clerk had contacted the horologist but is still waiting for confirmation from him.

13 AYLSHAM CEMETERY

The roadway will need replacing soon and quotes for different types of surface will be obtained.

14 PAUPERS GRAVEYARD

a) To receive an update on maintenance

The area is looking good – although everything is growing at a rapid rate.

15 ITEMS FOR INFORMATION/NEXT AGENDA

Nothing Raised

16 DATE OF NEXT MEETING

There being no further business, the Chairman closed the meeting at 11.25am. The next meeting is scheduled for 10th June 2024 at 10am.