



MINUTES OF THE MEETING OF THE **CHURCHYARD COMMITTEE** HELD AT ST MICHAEL'S CHURCH ON MONDAY 2nd FEBRUARY 2026 AT 12.00PM

PRESENT: Kay Montandon (Chair) David Anderson
Julie Boyd Kevin Cunnane
Mary Evans Mathew Martin
Wendy Sadler

Also in Attendance: Faye LeBon, Clerk to Aylsham Town Council.

1. To Receive Apologies for Absence

None received.

2. To Receive any Declarations of Interest and Requests for Dispensation

None raised.

3. To Agree the Minutes of the Meeting of 19th January 2026

The minutes from the previous meeting held on the 19th January 2026 had been circulated. These were **agreed** by the committee as a true and accurate record of the meeting and were signed by the Chairman.

4. Matters Arising from the Previous Meeting, not forming part of the agenda

None raised

5. To Adjourn the Meeting to Allow Members of the Public and Councillors with Prejudicial Interests to Speak

No matters raised.

6. To Agree Date, Time and Location of Next Meeting

The next meeting will be Monday 16th March 2026 at midday, at St Michael's Church.

7. To Consider Resolution under the Public Bodies (Admission to Meetings) Act 1960 to Exclude the Press and Public for the Duration of Item 8 due to the Commercial Sensitivity of the Business to be Transacted

This was **agreed**

The Meeting was Closed to the Press and Public

8. To Consider Fee Proposals for Drawings and Specification for Repair of Church Wall

Full correspondence was provided to members from the two contractors which provided fee proposals for the drawings and specifications for the repair of the church wall. It was unanimously **agreed** to appoint Whitworth Chartered Architects and Business Surveyors

The Meeting was Reopened to the Press and Public

There being no further business the meeting was closed at 12.10pm.

DRAFT

Churchyard Meeting 16th March 2026

6. To Consider additional funding for Memorial Garden

We welcome District Councillor Sue Catchpole to the meeting, to discuss possible funding streams from Broadland District Council to assist with the completion of this project.

7. To Receive Update on Church Wall Repair project

The newly appointed consultant attended site on 5th March to review the wall. A verbal report from the consultant concluded that there are several areas in need of repair, but in different levels of priority. It has been agreed to add all areas in need of repair and phase them according to urgency.

Discussions occurred as to the existing budget, and it was felt that this could cover the most urgent works when the project goes to competitive tender.

These plans will be worked on and presented to the committee in due course.

It was noted that the neighbouring property was very helpful in assisting our consultant.

Churchyard Parking Area



There has been extensive damage to the grass area that forms part of the car park.

I propose to address this issue with the installation of Grass Protection Matting (GPM).

Total area: 96m²

Product: suregreen GR10 GPM

Size & Cost: 2m x 20m with 150 ground anchor pins - £226.09 x 2 = £452.18 ex.VAT

