



**MINUTES OF THE MEETING OF THE AYLSHAM TOWN COUNCIL  
CHURCHYARD COMMITTEE HELD IN THE TOWN HALL AYLSHAM  
ON MONDAY 24 JANUARY 2022 at 4.00pm and a follow up site meeting  
on MONDAY 31 JANUARY 2022**

**PRESENT:** Mrs A Overton Chairman  
Mr T Bennett  
Mrs M Evans  
Rev Canon Julie Boyd  
Mr M Martin

**OFFICER:** Mrs S Lake, Aylsham Town Clerk

1 member of the public

**1. APOLOGIES FOR ABSENCE**

Apologies were received and accepted from Mrs E Springall

**2. MEMBERS DECLARATIONS OF INTEREST & DISPENSATIONS**

Mary Evans advised she was no longer a governor of St Michaels School as her term of office had concluded

Mathew Martin declared an interest as he is on the church fabric committee

**3. MINUTES**

The last meeting of the churchyard Committee was held on 23<sup>rd</sup> August 2021. The minutes were **AGREED**.

**4. ADJOURNMENT OF THE MEETING**

A resident was concerned regarding the trees to be planted on the east side to take the place of the conifers as he felt lilacs would not be suitable for the area.

**5. INFORMATION ON MATTERS ARISING**

The PCC had put signs up regarding parking but these had been torn down. It was noted that parking was not as problematic as it used to be. It was agreed that this would be left and the parking monitored to see if signs were needed.

The clerk apologised but the letters regarding the Church watch were still outstanding

**6. PATHWAYS/ROADS**

**a) To discuss any issues that have arisen**

It was still felt that the roadway surface was not suitable for the use of the road and the suggested resin may also not be suitable. The clerk advised some work was being undertaken at the Drill Hall and she would ask the contractor for advice on suitable surfaces.

The pathway from the Market Place to the Lychgate has considerable amount of weeds on it. This will be attended to by the Town Council facilities staff

## **7. WALLS**

### **a) To receive an update on the wall adjacent to Church Terrace**

The clerk had prepared a report on what would be required for the walls. In view of the nature of the job the Town council were recommending engaging a structural engineer to oversee the work. Due to the size of the contract it will have to be placed on the Contract Finder website and a faculty applied for. Additional bricks will need to be sourced so it is unlikely that the work will start before the end of the year.

The work will also take into account the gate entrance which currently only has one dilapidated gate and it is proposed to remove the gates completely.

The PCC will be asked to apply for the faculty and the clerk will work with them on the details.

## **8 GROUND MAINTENANCE**

The clerk had prepared a report but members felt it would be easier to discuss this at a site visit. This was scheduled for 31<sup>st</sup> January.

### **Site Meeting Minutes**

The committee looked at the area alongside the North wall which at the moment is being used as a green waste area with green waste being added from outside the churchyard. It was agreed that dedicated compost areas would need to be constructed at the west side (in the area mainly hidden by trees). Once constructed the top level of waste would be chipped into the pens leaving the lower layers which appear to be good quality compost exposed. This compost would be bagged up and available free of charge. Possible large quantities could be taken to the allotment sites.

To avoid any further waste accumulating it was agreed to place Heras fencing with suitable notices around the area.

Once this has been completed the area will be landscaped with additional planting and benches.

The area between the proposed site of the compost bins and Paradise House will be cleared by volunteers from the church to once again expose the bug hotel and create walkways through the wooded area. It is hoped that by bringing this into greater use some of the unsavoury behaviour at the site could be eliminated

With regard to the area at the east side of the church the garden here does appear to be slightly overgrown. A request for volunteers to assist with this will be made by the church. The chairman advised she would approach Peter Purdy for advice on what trees to plant in the area. It was also suggested that a tree survey is required.

**9 WAR MEMORIAL**

An initial grant application has been made

**10 LYCH GATE**

Due to other expenditure required and the fact the state of the gate is not too bad this will be postponed for a year or so.

**11 CHURCH BUILDING**

**a) To receive information on plans/work on the fabric of the church**

The window in the East Wing is in the process of being repaired.

The fund raising for the bells had raised nearly £10,000 and then a sum of £30,000 was donated to fully fund the project.

**b) To discuss any progress on a 'Church Watch Group'**

The clerk apologised but the letters regarding the Church watch were still outstanding

**12 CHURCH CLOCK**

Repairs have been made to the clock but still not chiming due to the issue with the bells.

**13 AYLSHAM CEMETERY**

The Town Clerk is currently working through a full audit of the graves with the intention of creating new plans.

Various requests had been received regarding tree planting as part of the Queens Green Canopy project but no suitable sites had been identified in the town. The clerk suggested that trees could be planted at the cemetery, in the allotment area so they will be fully established prior to the land being used for burials. This was **AGREED**.

**14 ITEMS FOR INFORMATION/NEXT AGENDA**

Possible site visit to the cemetery

**15 DATE OF NEXT MEETING**

To be held once the plans for the churchyard have been drawn up

There being no further business, the Chairman closed the meeting at 5.25pm

..... 13<sup>th</sup> June 2022