



MINUTES OF THE MEETING OF THE **CHURCHYARD COMMITTEE** HELD AT ST MICHAEL'S CHURCH ON MONDAY 13th OCTOBER AT 12.00PM

PRESENT: David Anderson Julie Boyd
Kevin Cunnane Mary Evans
Mathew Martin Wendy Sadler

Also in Attendance: Faye LeBon, Clerk to Aylsham Town Council and Andy Bell, Aylsham Town Council Groundsman.

As apologies been received from Kay Montandon, it was **agreed** that Mary Evans should Chair the meeting.

1. To Receive Apologies for Absence

Apologies were received from Kay Montandon.

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

None raised.

3. To Agree the Minutes of the Meeting of 1st September 2025

The minutes from the previous meeting held on the 1st September 2025 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

Julie queried ideas for waste bins as this needs to be taken to PCC for a faculty application. Andy will send this to Julie.

Julie queried whether the resurfacing of the roadway could be considered as part of the budget discussions. The Clerk advised that it was not believed that a full resurface was required, but a re-shingle could be costed.

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

No matters raised.

6. To Receive Update on the Church Wall

a) To Receive Report from Onsite Meeting on 26th August 2025

There had yet to be a report sent from the Structural Engineer who attended site on 26th August. The Clerk will continue to chase for this information.

7. To Receive Update to Improve Drainage at School House Lane Entrance.

The Clerk reported that the Maintenance Manager had approached two contractors about these works but neither had responded with availability. The Clerk and Maintenance Manager will follow this up as a matter of urgency as funds had been received to complete these works. It was noted that it would be useful to complete the works over the half term period, as this area is often used as a thoroughfare to access the school.

8. Ground Maintenance

a) To Receive Update on Completion of Memorial Garden Project

Aylsham in Bloom and church volunteers had completed a significant amount of clearance works over the weekend, with Andy taking away the green waste. Wendy distributed a diagram of with the proposed place for the paving slabs on which the bench would be installed. It was proposed to use shingle in a demarcated area to prevent the eventual degradation of bark. Edging would be installed to prevent the slippage of the shingle.

Colours of shingle/slate were discussed, with Julie's preference not to have white. It was **agreed** to budget for a mixture of greys with darker colour paving slabs.

Wendy will send Julie the updated design, along with the slate and paving colours.

Andy will check the dimensions of the paving slabs in relation to the size of the seating. Julie will need all this detail to enable a faculty to be submitted.

The Clerk will progress with the plaques.

b) To Receive Update on the Maintenance of the Repton Grave

The effort of a local volunteer was noted to remove the diseased box hedging. Andy presented two options for replacement, both of which were more resilient than box. These were:

Japanese Holly at £2.71 each.

Euonymus Green Spire at £2.80 each.

It was **agreed** to proceed with the Japanese Holly as this is a closer match to the box.

Julie presented information on the Repton Grave from the Norfolk Gardens Trust.

This group would like to be involved in this work and *may* be able to give a contribution. Andy will contact the Norfolk Gardens Trust.

It was **agreed** to add the cost of compost to the project cost.

9. To Receive Update on Night Silencer for the Church Clock

It was reported that the clock is no longer chiming on the quarter hour. The Clerk will raise this with the maintenance manager.

10. To Receive Update on Repairs / Replacement Fencing at the Paupers' Graveyard

Wendy reported that there continues to be a problem with dogs being exercised in this area, with dog toys being left along with dog waste. It was noted that the fence and gates were installed by local developers and therefore had no history to them.

It was agreed to a trial removal of the gate to make the area more open and discourage disrespectful behaviour in a graveyard.

11. Budget

a) To Consider Items for the 2026/2027 Budget

Shingling of roadway

Completion of Memorial Garden Project

Bins near the lychgate

b) To Consider any Projects for the 5 Year Aylsham Master Plan

Lychgate – does this require maintenance or any more substantial works?

12. To Note Items for Information or for Inclusion on a Future Agenda

- To carry forwards items from this meeting.

13. Date of Next Meeting

The next meeting will be Monday 24th November at midday, at St Michael's Church.

There being no further business the meeting was closed at 12.45pm.