



## MINUTES OF THE MEETING OF THE **CHURCHYARD COMMITTEE** HELD AT ST MICHAEL'S CHURCH ON MONDAY 20<sup>th</sup> APRIL 2026 AT MIDDAY

**PRESENT:** Kay Montandon (Chair) Julie Boyd  
Kevin Cunnane Mary Evans  
Wendy Sadler

Also in Attendance: Faye LeBon (Clerk to Aylsham Town Council) and Andy Bell (Groundsman to the Town Council)

**1. To Receive Apologies for Absence**

Apologies were received from David Anderson and Mathew Martin.

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

None raised.

**3. To Agree the Minutes of the Meeting of 31<sup>st</sup> March 2026**

The minutes from the previous meeting held on the 31<sup>st</sup> March 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**

The Clerk reported that the Paupers' Graveyard had reopened and, to date, there had been no evidence of antisocial behaviour in the area.

**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 Church Wall Repairs**

The updated specification had been submitted to the Local Planning Authority, which was currently consulting on the plans. To date there had been no objections on the planning portal, but the Clerk will keep a watching brief. It is hoped that a decision on the application would be made by 8<sup>th</sup> May, at which point the project will go out to tender.

Julie has made the Diocese aware of the plans, but it is too early for a full faculty application. It is anticipated that the Diocese will want details of the successful tenderer and evidence of the tender process.

**7. To Receive Update on Memorial Garden Project and Finalise Details for the Fund Raiser**

Prices and suggested working for the plaques were presented. It was requested that the wording for the plaque for women's suffrage was amended to add specific reference to the women of Aylsham. 300mm x 300mm plaques would be preferred at a cost of £239.17 + VAT each. A design should be mocked up ready for the fund raiser on 9<sup>th</sup> May and those attending the fund raiser should be consulted as to the wording.

Donations have started to be made for raffle prizes and the tombola. Further donations can be dropped off to the church office on a Monday or Wednesday morning.

It was suggested that donations should be requested for teas and coffees, as this often attracts more funds than a set price. For the plant stall, it was suggested that a donation is requested for small plants, but larger plants should have a set price. Children's activities should be on a donation basis.

A compere for the human fruit machine has been arranged.

Wendy and Julie have volunteers arranged. An appeal will be made for councillor volunteers.

The Clerk will send the event poster to Visit Aylsham.

Julie and Wendy will bring Sum Up machines. The council machine should also be made available. Julie will also bring a bucket for cash collections.

**8. To Receive any Further Representation on Reinforcement of Car Parking Area in the Church**

There had not been opportunity to liaise with the Archdeacon over the matter to seek advice on Ecclesiastical law.

It was noted that the boundaries of ancient burials in the churchyard are unknown.

There was no appetite for removing car parking spaces in the churchyard, in support of those in the congregation with limited mobility, hearses and wedding cars.

There was an appreciation of the sensitivity of the matter, however it was felt reasonable to install a post to prevent parking between the gravestones.

Consideration should also be given to barrier off the area in periods of inclement weather to prevent damage to the churchyard.

Julie will continue to seek advice from the Archdeacon for future reference.

**9. To Agree Date, Time and Location of Next Meeting**

The next meeting will be Monday 18<sup>th</sup> May 2026 at midday, at St Michael's Church.

Items for the next agenda:

Car parking area in churchyard

Update on fundraiser on 9<sup>th</sup> May

There being no further business the meeting was closed at 12.35pm.

Signed \_\_\_\_\_ (Chairman)                      Date \_\_\_\_\_