MINUTES OF THE MEETING OF THE CHURCHYARD COMMITTEE HELD AT ST MICHAEL'S CHURCH ON WEDNESDAY 14th OCTOBER 2026 AT 13:00pm

PRESENT:	Kay Montandon	Julie Boyd
	Mary Evans	Mathew Martin
	David Anderson	Wendy Sadler

Also in Attendance: Faye LeBon (Clerk to Aylsham Town Council), Harry Clark (Deputy Clerk to Aylsham Town Council), Andy Bell (Groundsman to the Town Council)

1. **To Receive Apologies for Absence**
   No apologies were received.

2. **To Receive any Declarations of Interest and Requests for Dispensation**
   None raised.

3. **To Agree the Minutes of the Meeting of 8th September 2026**
   The minutes from the previous meeting held on the 8th September 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**
   No matters arising from previous meeting.

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**
   a. **Planning Application**
      The Clerk informed the committee that heritage officer now looking at the application, he has some concerns but is reviewing the application.
   b. **Tenders**
      The clerk informed the committee that tenders will now need amending base on comments made by heritage officer.
   c. **Party Wall Notification**

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The clerk updated the committee that the wall doesn't belong to the neighbour, and a letter is needed to be issued from Aylsham Parish Church, Rev Jule Boyd will address the letter.

7. **To Receive update on Memorial Garden**
   Andy Bell informed the committee that then landscaping has been complete and bench is due to arrive. Julie Boyd added that she is waiting for full faculty authority before authorising the plaques.

8. **To Agree Programme of Memorial Stability Testing**
   The Clerk informed the committee that Stability Testing has been completed, and committee had noted the headstones requiring attention. The committee noted map of church yard is requiring updating for accuracy.

9. **To Receive Report into Anti-Social Dog Ownership in Paupers' Graveyard**
   The committee noted verbal report on Paupers' Graveyard. The committee **agreed** to remove gate around Paupers Graveyard.

10. **To Receive Report on Memorials to those with no know resting place**
    Rev Julie Boyd updated the committee that she has been in talks with Ivan Fisher and commented that the name on memorials is not accepted, however a notice is placed on notice board to inform of those who donated memorial. Julie Boyd continued that sign off by Full Faculty before decision can be made. Julie Boyd will send designs received from Ivan Fisher will be passed to the Clerk to seek Full Council approval for memorial in Cemetery.

11. **To Consider Actions required for Slopes to the interment of Ashes Area**
    The committee stated to not have stairs and rail placed on the area and requested Andy Bell to address the slope.

12. **Items for Budgetary Consideration for 2027/2028**
    Lynch Gate Survey
    Surveys of churchyard

13. **Items for information or for Future Agenda**
    Memorial update from Julie Boyd
    Church wall.

14. **To Agree Date, Time and Location of Next Meeting**
    The next meeting will be Wednesday 30th November 2026 at 12:00pm, location to be confirmed.

There being no further business the meeting was closed at 14.25pm.

Signed_____(Chairman) Date_____

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Churchyard Budget 27/28

Budget Line	Receipts 26/27				Payments 26/27				Proposed Budget 27/28	
	Budget	Actual (to 05/10)	Predicted (05/10 – 31/03)	Total	Budget	Actual (to 05/10)	Predicted (to 05/10 – 31.03)	Total	Receipts Budget	Payments Budget
War Memorial					£250.00	£0	£75.00	£75.00		£250.00
Clock					£600.00	£600.00	£0	£600.00		£1,000.00
Lychgate					£500.00	£0	£0	£0		£1,000.00
Repairs & Maintenance					£550	£176.65	£200.00	£376.65		£1,000.00
Memorial Garden		£1,682.66	£0	£1,682.66		£390	£1,292.66	£1,682.66		£0
								TOTAL		**£3,250.00**

Notes:

War memorial – generally needs a regular maintenance regime to keep algae and lichen at bay.

Clock - £600 this year was insufficient. Looking at alternative contractor, but increase budget to £1,000

Lychgate – Survey was suggested for next year.

Repairs and Maintenance – General budget for repairs and maintenance, particularly if sloped area requires addressing (need costings for this if materials are required.

Balance of earmarked reserves for the church wall as of 24th November 2026 is £57,268.79

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