



## AYLSHAM TOWN COUNCIL

TOWN HALL, AYLSHAM, NORFOLK, NR11 6EL

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### **NOTICE OF MEETING & SUMMONS TO ATTEND**

**THERE WILL BE A MEETING OF THE AYLSHAM CHURCHYARD COMMITTEE  
HELD VIA ZOOM ON WEDNESDAY 3 MARCH 2021 at 10.00 a.m.**

Join Zoom Meeting

<https://zoom.us/j/91631063553?pwd=VXd0WDNpaURVY2Q1dlloODFmcjVlZz09>

Meeting ID: 916 3106 3553

Passcode: 400030

### **A G E N D A**

#### **01 ELECTION OF CHAIRMAN**

To elect a chairman of the committee

#### **02 APOLOGIES FOR ABSENCE**

To receive and accept apologies for absence as notified to the Town Clerk

#### **03 MEMBERS' DECLARATIONS OF INTEREST & DISPENSATIONS**

To receive Members' Declarations of Interest in Agenda Items

To note any Requests for Dispensations

#### **04. MINUTES** \*Pages 3-5

To receive, confirm and sign Minutes of the Churchyard Committee Meeting held on 5 February 2020\*

#### **05 ADJOURNMENT OF THE MEETING**

To adjourn the meeting for the time specified in the Resolution to allow public speaking

#### **06. INFORMATION ON MATTERS ARISING**

To receive information on any Matter Arising from the Minutes not listed elsewhere

#### **07 PATHWAYS/ROADWAYS**

- a) To discuss any issues that have arisen
- b) To discuss signage re access, speed and parking
- c) To discuss the railings

## **08 WALLS**

- a) To note any issues with the internal walls
- b) To discuss the issue of the wall adjacent to Church Terrace
- c) To note any issues with the remaining outside walls

## **09 WAR MEMORIAL** \*Page 6

To consider refurbishment of the War Memorial\*

## **10 Lych GATE**

To receive details of costs to repair the Lych Gate

## **11 GROUNDS MAINTENANCE**

- a) To receive an update on removing green waste
- b) To discuss the removal of the leylandii \*Page 7
- c) To consider any other issues relating to Grounds Maintenance

## **12 CHURCH BUILDING**

To receive information on plans/work on the fabric of the church

## **13 CHURCH CLOCK**

To consider any issues relating to the Church Clock

## **14 ITEMS FOR INFORMATION/NEXT AGENDA**

To note any items of information or for the next/future Agenda

## **15 DATE OF NEXT MEETING**

- a) To agree date and time of next meeting



Sue Lake  
Aylsham Town Clerk

19<sup>th</sup> February 2021

### NOTES

*This Meeting is open to the Public and the Press.*

*Copies of this Agenda and the Draft Minutes referred to above are available from the Council Office, or for study in Aylsham Library, or may be downloaded from the Council's website [www.aylsham-tc.gov.uk](http://www.aylsham-tc.gov.uk).*

*All documents referred to in this agenda as "attached" are supplied to Committee Members only. They are available (unless marked confidential) for public inspection at the Council Offices during public opening hours.*

**MINUTES OF THE MEETING OF THE AYLYSHAM TOWN COUNCIL  
CHURCHYARD COMMITTEE HELD IN THE TOWN HALL AYLSHAM  
ON WEDNESDAY 5 FEBRUARY at 10.00am**

**PRESENT:** Lloyd Mills Chairman  
Mrs A Overton  
Mrs V Shaw  
Mrs M Evans  
Rev Jack Branford (Tour only)

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

**Prior to the start of the meeting members had a tour of the churchyard to ascertain any issues**

**1. ELECTION OF CHAIRMAN**

It was proposed that Lloyd Mills be nominated as chairman – this was **AGREED**.

**2. APOLOGIES FOR ABSENCE**

Rev Jack Branford

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

None

**4. MINUTES**

The last meeting of the churchyard Committee was held on 28<sup>th</sup> February 2018. This meeting was not quorate but notes were made and these were **AGREED**.

An informal meeting was held on February 6<sup>th</sup> 2019 and these notes were also **AGREED**.

**5. ADJOURNMENT OF THE MEETING**

In the absence of any member of the public, the meeting continued without adjournment.

**6. INFORMATION ON MATTERS ARISING**

These would mainly be picked up during the meeting. It was noted that the PCC had agreed to paint the tops of the railings in black. This has not yet been done. A letter will be sent to the PCC and the Town Council will offer to do this for them.

**7. PATHWAYS/ROADS**

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

The gravel keeps being moved to the side by the traffic. The Town Clerk will arrange for this to be swept to the middle again.

**b) To discuss signage re access, speed and parking**

At the 2019 meeting the PCC representatives did agree to place signage advising of parking for church visitors and speed roundels. These have not yet been placed. A reminder will be sent to the PCC.

A request has been made to Highways regarding access – a further reminder will be sent.

## **8. WALLS**

### **a) To note any issues with the internal walls**

Repairs on these were completed last year. After the work was undertaken some bricks were damaged on the corner near the lych gate. However, these appear sturdy and will be monitored but no action was deemed necessary at the moment.

### **b) To note any issues with the outside walls**

The only issue here is the damaged corner at The Wildings. However, the previous owner was adamant that this wall belonged to her so it is the current owner's responsibility to repair.

## **9 WAR MEMORIAL**

Following the improvements to the war memorial undertaken previously it was suggested that the three other sides be updated in a similar manner. The proposal will be put to the Town Council and the clerk will obtain a price from the stone mason.

## **10 Lych Gate**

During the inspection prior to the meeting it was noted that some of the wood is showing signs of rot. The clerk will get someone to look at the gate to give an indication of cost. The bench placed by Rotary is in need of a varnish and this will be advised to the group. The drains were filled with leaf litter and other debris and this is scheduled for removal in the next two weeks. This will be added to a regular work pattern for the facilities staff.

## **11 GROUNDS MAINTENANCE**

### **a) To receive an update on removing green waste**

At the 2019 meeting it was agreed that the church would continue working on this to reduce. However, it appears to have grown over the last year. It was agreed that the Town Clerk write to the PCC to see what action is proposed over the summer months

### **b) To receive an update on the removal of the leylandii trees.**

A faculty to remove all three trees has been granted. It was suggested that the Town Council remove just one tree – the most northerly – to enable a good view of the church from Red Lion Street. A condition of the faculty was the replacement by another tree. It had previously been suggested something to commemorate women's suffrage. The colour for this is white or purple, and it was suggested something like a white lilac would be suitable and would also be beneficial to bees and butterflies.

### **c) To consider any other issues relating to Grounds maintenance**

Nothing further was raised

## **12 PAROCHIAL CHURCH COUNCIL PROJECTS**

No new projects in development.

## **13 CHURCH CLOCK**

Nothing to report.

**14 TERMS OF REFERENCE**

These were due for review. The only change suggested and **AGREED** was the reduction of meetings to two per year. Additional meetings can always be scheduled if deemed necessary.

**15 ITEMS FOR INFORMATION/NEXT AGENDA**

None raised.

**16 DATE OF NEXT MEETING**

This will be held in August – exact date to be agreed.

## REPORT TO COUNCIL

**Subject:** War Memorial

**Author:** Sue Lake

**Date:** 10<sup>th</sup> February 2021

In 2017 the War Memorial in the churchyard was upgraded by the installation of a new panel on the south face. The original panel was well worn and some of the names had become difficult to read. The upgrade was well received.

Following the refurbishment there were suggestions regarding upgrading the whole memorial. I have recently been in discussions with the stone mason who did the work and he has come up with the following proposal.

Proposed Replacement panels for Aylsham War memorial

REMEMBER THOSE		WHO LOST THEIR LIVES		IN WWI 1914-1918	
BAKER P	CORKE W	GIBBONS H J	LEE S	RISEBOROUGH J T	WADE RALPH
BALLS H	DOUGHTY G W	GILES W	LEMAN S	ROE O	WARNE F
BARBER L	DUCKER CC	GOULDER C H	MARSHALL B	RUDD C	WATSON A
BARRETT F	DUCKER JACK	GOULDER J L	MOY F	RUMP C	WILLIAMSON E
BODDY R	DUCKER JAMES	GOULDER R C	NORTON W	SHEPHEARD P	WILSON S
BRAWN H	DYBALL H C	HALL A	PAYNE J C	SKOYLES C A	WINTERBORN A
CHAMBERLAIN W	DYBALL E	HORNE A J	PEGG F	STONE S W	WOOD C H
COOKE F	DYBALL W	HORNER E	PITCHER W J	TINKLER G	WOOD J H
COOKE N H	FIELD W	HUNT G	PRESTON E J	TORTICE F	WYMER J E
COPEMAN E H	FISHER S	KNIGHTS F	RISEBOROUGH C	TORTICE F	
COPEMAN H C H	FROSTICK F H	LEE C	RISEBOROUGH E	TURNER B	LEST WE FORGET

Three granite panels to replace weathered inscriptions in the plinth. This will include all sandblasting, masonry work and painting. It will also allow all names to be placed in alphabetical order again.

The total cost for this would be £ 5252.00. There maybe an opportunity to obtain a grant from the War Memorials Trust to meet some of the cost.

Council are asked to consider this proposal

Re: The remaining three conifers in the Churchyard

Could the situation relating to Council plans for these three trees on the east side of the churchyard be clarified? When this was last discussed in a Council meeting (Wednesday 18<sup>th</sup> November 2020), I asked as a member of the public what the plans were. I was told firmly that all three were to be felled, despite the fact that the most recent minuted discussion mentioned only removing the northernmost tree one (Churchyard Committee 5 Feb 2020, confirmed at full meeting of 19<sup>th</sup> February). Since that point, there has been a change of personnel. There has also been a considerable degree of public concern from people who had previously been unaware of the plans.

I do not claim that trees are entirely uncontroversial but the Council has a Tree Policy and within it are the following clauses:

- Where works are more impacting, for example, felling larger trees, carrying out works to a veteran tree or a tree with a Tree Protection Order (TPO), we will erect an informative site notice on or very close to the affected tree. If more than one tree at the same location are affected it may be more appropriate to erect a site notice including a map / schedule. We will also tell houses opposite and either side by letter (if applicable). We will also publicise the proposed work through social media
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**Trees in Conservation Areas**

It is an offence to cut down, prune, lop, top, uproot or willfully damage or destroy a tree in a conservation area without getting prior written permission from Broadland District Council. The Town Council recognizes its obligations when undertaking works to trees in conservation areas.

To the best of my knowledge over 6.5 years, I believe that these clauses have not been followed in relation to these three trees.

I live right next to the southernmost of the three. It is my opinion, and that of two at least of my nearest neighbours (at Holman House and Repton House), that felling of these trees is not justified. Their ecological value resides in their absorption of harmful CO<sub>2</sub> and in the habitat they provide for local bird life. Without them, there would be fewer birds in the churchyard – or in our gardens, in fact.

There was some mention of replacing the northernmost tree with a lilac. However, the faculty from the Diocese requires a tree whereas a lilac is, with respect, only a shrub. Its ecological contribution would be much less and would be delayed by the time-scale of a new plant maturing to any appreciable size.

The churchyard acts partly as a kind of park for the centre of the town and the trees have a definite amenity value. In my personal view, instead of proposing felling trees, consideration should be given to enhancing amenity by planting more. As a Cittàslow town, we should surely be protective and supportive towards the natural world.

Name and address redacted re GDPR