

Local Government Act 1972

Whalley Parish Council
Whalley, Wiswell & Barrow Joint Burial Committee

Members of the Whalley, Wiswell & Barrow Joint Burial Committee, you are summoned to a Meeting to be held on Wednesday 8th April 2026, Whalley Old Grammar School at 7.00pm

 Signed: *EKHaworth*

Liz Haworth - Clerk & Responsible Finance Officer, Whalley Parish Council

Agenda

Agenda items should be submitted to the Clerk seven clear days before the meeting. The Clerk will forward Councillors, all relevant information and supporting documents, 3 clear days before the meeting.

1.	Chairman's Welcome	
	The Chairman will welcome those present, request that mobile phones be silenced, remind members of the public to speak only during the public participation section, and confirm that the meeting will be conducted in an orderly manner.	
2.	Attendance & Apologies	
	To record attendance and to receive apologies for absence.	
3.	Declaration of Interests	
	Members are reminded of their responsibility to declare any disclosable pecuniary, other registrable or non-registrable interest in respect of matters contained in the agenda.	
4.	To Approve the Minutes of the Previous WWBJBC Meeting	
	To approve and confirm the accuracy of the Minutes of the meeting held Wednesday 14 th January 2026.	Page 3
5.	Financial Reports January, February & March 2026.	
	To Approve Accounts, Payments, Receipts & Balances.	Pages 8-10
6.	Adjourn the Meeting for Public Discussion	
	To adjourn for members of the public wishing to speak at the meeting in respect of items on the agenda or to update on relevant cemetery matters. (5 mins per person)	
7.	Cemetery Inspection Review and Maintenance Visit	
	7.1 To receive an update on the Cemetery Inspection Review and Maintenance Visit held 28 th January 2026. 7.2 To book the next Cemetery Inspection Review and Maintenance Visit. 7.3 To approve the purchase of equipment to include a wheelbarrow, brush and shovel. 7.4 To discuss any required improvements to the grounds.	

8.	Cemetery Grounds Ongoing/Standing Items	
	To receive updates on general cemetery grounds maintenance, including: 8.1 The raised bed area at the front of the cemetery. 8.2 Removal of the moss and renewing the stoned area near the turning circle down to the Quartile Hedge Garden (Remembrance Garden). 8.3 Path edgings to the woodland. 8.4 Pedestrian gate refurb. 8.5 Double gate latch bracket, larger bolts and fixings for new gates. 8.6 Review of settled graves to be topped and reseeded.	
9.	Cemetery Fees	
	To review and confirm the changes to the cemetery fees.	Page 11
10.	Memorial Safety	
	To receive an update on the Memorial Safety Inspection taken place 15 th January 2026.	Page 13
11.	Woodland Plot 11	
	To discuss and update correspondence received from the plot holder of W11.	
12.	Reports by Cllrs & Clerk as INFORMATION only – Not for decision	
	Items arisen, correspondence received since the last meeting for information only, works in progress, that may result in a future agenda item. 12.1 Tree Risk Management Report min ref 176/25. The Clerk has forwarded the report to the tree surgeon for review and has requested a quotation for the required works. 12.2 Public Engagement – Items continue to be posted on the News section of the WWB Cemetery Website and noticeboard for updates and information on the cemetery. 12.3 Any other reports.	
13.	Next Meeting Date	
	The next meeting date is to be held on Wednesday 1 st July 2026 at 7.00pm at Whalley Old Grammar School.	



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Whalley Parish Council

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Signed: *EKHaworth*

Liz Haworth - Clerk & Responsible Finance Officer, Whalley Parish Council

Minutes

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The Clerk will forward Councillors, all relevant information and supporting documents, 3 clear days before the meeting.

1.	Attendance & Apologies																																																																																																																																																																									
	Present: Cllr Allen, Cllr Duckworth, Cllr Highton (Chairman), Cllr Vickers. Apologies: Cllr Heyworth, Cllr Scholfield, Cllr Threlfall. In Attendance: Liz Haworth (Clerk).	182/26																																																																																																																																																																								
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WWB Joint Burial Committee Approved Minutes Ref No:				Cash Book	NOVEMBER 2025		
Chq No.	Date	Inv Ref	Payee / Payer	Description	Current £	Reserve £	Total £
DD	01/11/2025		Easy Web	Website/Email Services	(44.40)		(44.40)
BAC	10/11/2025	230	K Barker	Parker W67	435.00		435.00
BAC	13/11/2025	231	G Wallis	Reserved Plot W75	310.00		310.00
BAC	14/11/2025	229	G & L Simpson	Reserved Plot 843	560.00		560.00
BAC	20/11/2025		Havencare/Clitheroe Fune	Odell	690.00		690.00
BAC	21/11/2025		L Dawson	Credit	10.00		10.00
Bankline	24/11/2025		E Haworth	Salary/Office/Travel	(552.10)		(552.10)
Bankline	24/11/2025		HMRC	Tax£152 NIE60.80 ENIE114	(326.80)		(326.80)
Bankline	24/11/2025	946	Abbey Gardening Services	Grounds Maintenance (October 2)	(552.00)		(552.00)
Bankline	24/11/2025	JSA 350	JS Atherton & Co Ltd	Market Valuation	(400.00)		(400.00)
Bankline	24/11/2025	225532	E Haworth	Reimbursement Viking Safety Sign	(33.21)		(33.21)
Bankline	24/11/2025	JM3225	WEF	Room Hire	(19.00)		(19.00)
Bankline	24/11/2025		David Uttley Grave Digg	Grave Digging	(2,900.00)		(2,900.00)
Bankline	24/11/2025		Uttley Memorials	Creation of New Cremation Plot	(2,400.00)		(2,400.00)
BAC	25/11/2025	233	Stevensons Memorials	Khan CE0033	130.00		130.00
INT	28/11/2025		Reserve Account	Credit Interest		30.15	30.15
Movement in Month					(5,092.51)	30.15	(5,062.36)
Cash Book Balance at START of Month					14,192.76	41,367.77	55,560.53
Cash Book Balance at END of Month					9,100.25	41,397.92	50,498.17
WWB Joint Burial Committee Approved Minutes Ref No:				Cash Book	DECEMBER 2025		
Chq No.	Date	Inv Ref	Payee / Payer	Description	Current £	Reserve £	Total £
DD			Easy Web	Website/Email Services	(44.40)		(44.40)
BAC	05/12/2025	232	Dignity-Langshaws	Manson 800	855.00		855.00
BAC	08/12/2025	234	Brian Price & Sons	Ormiston	2,070.00		2,070.00
BAC	09/12/2025	235	Stevensons	Walker 744	175.00		175.00
BAC	22/12/2025		Dignity-Langshaws	Refund for 16/10/2025 duplicate	(1,415.00)		(1,415.00)
Bankline	22/12/2025		E Haworth	Salary/Office/Travel	(557.05)		(557.05)
Bankline	22/12/2025		HMRC	Tax£152 NIE60.80 ENIE114	(326.80)		(326.80)
Bankline	22/12/2025		E Haworth	Reimbursement - Stationary	(5.99)		(5.99)
Bankline	22/12/2025	973	Abbey Gardening Services	Grounds Maintenance (November	(552.00)		(552.00)
Bankline	22/12/2025	235	Stevensons	overpayment Inv 235	(45.00)		(45.00)
Bankline	22/12/2025		Ribble Valley Stone Masor	Repair to pillars	(500.00)		(500.00)
INT	31/12/2025		Reserve Account	Credit Interest	35.56		35.56
Movement in Month					(310.68)	0.00	(310.68)
Cash Book Balance at START of Month					9,100.25	41,397.92	50,498.17
Cash Book Balance at END of Month					8,789.57	41,397.92	50,187.49

5. WWBJBC Budget Setting for 1/4/2026 - 31/3/2027

The budget was reviewed and it was resolved to approve the Cemetery Budget for the financial year 1/4/2026 - 31/3/2027.

WWBJBC Cemetery Budget Summary 2026–27

Financial Year 1/4/2024-31/3/2025 saw a decrease in income from the previous year 1/4/2023 – 31/3/2024 of £2534.

Registrar/Clerk expenditure was reduced due to staffing changes and a decrease in employment hours/sick pay, resulting in lower salary, associated expenses and HR costs.

Grounds maintenance expenditure increased significantly by £19,157 due to essential works undertaken during the period. These included removal of spoil from the bottom of the cemetery (£2,550), repairs to path edgings (£4,200), memorial safety works (£7,430), construction of a shed base (£650), and purchase of a shed (£583), for which grant funding was received to cover the cost. Additional costs related to tree works and risk reports (£920), replacement

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of the main cemetery gates (£1,900), and other grounds maintenance equipment, including grave markers, a wheelbarrow, and watering cans (circa £900).

Additional expenditure was incurred through the computerisation of the cemetery booking and register system, with the purchase of the Epitaph software at a cost of £697 which was effectively costed in last years budget.

In 2025–26, grounds maintenance works included the creation of a new pathside ashes section along the woodland path (£2400), as existing pathside ashes plots were nearing capacity.

Whalley Wiswell and Barrow Joint Burial Committee								
Budget Setting 1/4/2026-31/3/2027								
	Actual 1/4/2023- 31/3/2024	Actual 1/4/2024- 31/3/2025	Actual from 1/4/2025 to 31/12/2025	Projection from 1/1/2026 to 31/3/2026	Total Year Projection 2025-26	Budget 2025/26	Deficit/Und erspend	Proposed Budget 2026/27
INCOME	A	B	C	D	E	F	G	H
					C+D		F-E	
	£	£	£	£	£	£	£	£
Burial Income	30721	28232	22881	6500	29381	35000	5619	29000
Parish Levy	0	0	0	0	0	0	0	0
Interest	813	768	319	150	469	720	251	500
Totals	31534	29000	23200	6650	29850	35720	5870	29500
EXPENDITURE								
Registrar Salary	10961	9489	7845	2621	10466	9500	-966	11000
Registrar Expenses	5252	5	54	20	74	200	126	100
Grounds Maintenance	5937	24409	8172	2500	10672	6000	-4672	14200
Waste	294	305	317	0	317	320	3	320
Insurance	629	670	749	0	749	700	-49	820
Water	215	215	0	240	240	250	10	300
Gravedigging	5280	6360	5380	3000	8380	10000	1620	9500
ICCM	95	100	105	0	105	100	-5	120
IT/Epitaph	0	697	0	0	0	836	836	350
Audit	250	250	250	250	500	250	-250	250
Room Hire	40	77	57	20	77	90	13	100
Admin	253	450	756	200	956	400	-556	1000
ICO	0	40	0	45	45	40	-5	50
Training	0	145	0	0	0	0	0	500
HR	5480	250	0	0	0	200	200	0
Other	0	0	0	0	0	3000	3000	0
Totals	34686	43462	23685	8896	32581	31886	-695	38610
SURPLUS	-3152	-14462	-485	-2246	-2731	3834	6565	-9110

Accounting Statement 31/12/2025

Accounting Statement							
Balances Brought Forward							50,941.75
Levy income							0.00
Other Receipts							23,200.07
Staff costs							(7,845.72)
Loan interest / Capital							0.00
VAT (net)							(304.74)
Other payments							(15,839.43)
Balance Carried Forward							50,151.93

Cash Book Balance 31/12/2025 £50,151.93

Projected Income 31/3/2026 £6,650.00

Projected Expenditure 31/3/2026 £8,896.00

Projected Cash Balance 31/3/2026 £47,905.93

Projected Cash Balance 31/3/2027 against the proposed budget & estimated income 2026/2027 £38,795.93

6. Cemetery Grounds

To receive updates on general cemetery grounds maintenance, including:

6.1 Works are progressing to the raised area front of the cemetery, with new matting, soil and plantings to significantly improve this area. 187/26

6.2 It was resolved to leave the removal of the moss and renew the stoned area near the turning circle down to the Quartile Hedge Garden (Remembrance Garden) after the works to the front of the cemetery and the woodland paths had been completed, not to damage any new works in this area. 188/26

6.3 Path edgings to the woodland- see item 7. 189/26

6.4 A quote was received to refurbish the Pedestrian gate at the entrance to the cemetery of £300. It was resolved to approve these works. 190/26

6.5 The committee are still trying to source a double gate latch bracket to fit the new gates. Enquires are to be made to a local forge. 191/26

6.6 Settled graves are to be continually reviewed and topped and reseeded in a timely manner. 192/26

7. Path Edgings to Woodland Area Quotation.

It was resolved to accept the quotation of £14,000 + VAT to improve the path edgings to the woodland by replacing the perished wood edgings with cobblestones throughout the woodland area. 193/26

8. Memorial Safety

A Memorial Safety Inspection has been arranged for Thursday 15th January 2026. 194/26

9.	Reports by Cllrs & Clerk as INFORMATION only – Not for decision	
	Items arisen, correspondence received since the last meeting for information only, works in progress, that may result in a future agenda item.	
	9.1 Tree Risk Management Report min ref 176/25. The Clerk has forwarded the report to the tree surgeon for review and has requested a quotation for the required works.	195/26
	9.2 The creation of a new Pathside Plot area along the path to the woodland has been completed.	196/26
	9.3 The repairs to the stone pillars to the entrance of the cemetery has been completed.	197/26
	9.4 Public Engagement – Items continue to be posted on the Notices section of the WWB Cemetery Website and noticeboard for updates and information on the cemetery.	198/26
	9.5 Cllr Diane Chiappi has written to advise that she has resigned from Barrow Parish Council and, as a result, is no longer able to represent Barrow Parish Council on the WWBJBC Committee. Cllr Chiappi was actively involved in cemetery matters and her contribution to the work of the WWBJBC will be greatly missed. Barrow Parish Council will need to appoint a representative to the WWBJBC as per the constitution.	199/26
	9.6 The Cemetery Inspection Review and Maintenance Visit will take place on Wednesday 25 th February from 1.30pm. During the visit members will tidy around graves, including the removal of dead flowers, plants and broken or items. Any non-permitted items identified during the inspection will be removed and placed by the shed or near the entrance for collection in line with cemetery policy. https://www.wwbcemetery.org.uk/uploads/documents/files/WWB%20Cemetery%20Policy.pdf	200/26
	9.7 Any other items for information. Correspondence was received from a plot holder wishing to make a formal complaint. The Clerk will respond by providing the Complaints Procedure.	201/26
10.	2026 Meeting Dates	
	It was resolved to approve the 2026 meeting dates of; Wednesday 8 th April 2026 Wednesday 1 st July 2026 Wednesday 7 th October 2026 to be held at 7.00pm at Whalley Old Grammar School.	202/26

Meeting closed at 8.30pm.

Draft Minutes Subject to Confirmation

WWB Joint Burial Committee
Approved Minutes Ref No:

Cash Book

JANUARY 2026

Chq No.	Date	Inv Ref	Payee / Payer	Description	Current £	Reserve £	Total £	VAT £	Net £
DD	02/01/2025		Easy Web	Website/Email Services	(44.40)		(44.40)	(7.40)	(37.00)
BAC	13/01/2026	236	Brian Price Ltd	Wilson 702	1,375.00		1,375.00		1,375.00
BAC	16/01/2026	239	Brian Price Ltd	Clayton PW004	865.00		865.00		865.00
BAC	16/01/2026	237	M Connor	Reserved Plot 774	560.00		560.00		560.00
BAC	16/01/2026	238	P Watts	Watts W76	710.00		710.00		710.00
Bankline	19/01/2025		E Haworth	Salary/Office/Travel	(547.15)		(547.15)		(547.15)
Bankline	19/01/2025		HMRC	Tax£152 NI£60.80 ENI£114 Grounds Maintenance	(326.80)		(326.80)		(326.80)
Bankline	19/01/2025	1000	Abbey Gardening Services	(December 2025)	(552.00)		(552.00)	(92.00)	(460.00)
Bankline	19/01/2025		E Haworth	Reimbursement of Stamps Year 2 of 5 Year Epitaph Contract	(13.92)		(13.92)		(13.92)
Bankline	19/01/2025	39097	Edge IT Systems	Annual Fee	(394.80)		(394.80)	(65.80)	(329.00)
BAC	22/01/2026	242	C Sergeant	Grant Trf Fee	55.00		55.00		55.00
BAC	23/01/2026	240	R Tattersall	Dolan PW005	785.00		785.00		785.00
INT	30/01/2026		Reserve Account	Credit Interest		32.35			32.35
Movement in Month					2,470.93	32.35	2,470.93	(165.20)	2,668.48
Cash Book Balance at START of Month					8,754.01	41,433.48	50,187.49		
Cash Book Balance at END of Month					11,224.94	41,465.83	52,658.42		

Bank Reconciliation

	Current £	Reserve £	Overall £
<i>Bank Statement Balance at START of month</i>	8,754.01	41,433.48	50,187.49
			0.00
			0.00
Cash Book Balance at START of month	8,754.01	41,433.48	50,187.49

WWB Joint Burial Committee
Approved Minutes Ref No:

Cash Book

FEBRUARY 2026

Chq No.	Date	Inv Ref	Payee / Payer	Description	Current £	Reserve £	Total £	VAT £	Net £
DD	02/02/2026		Easy Web	Website/Email Services	(44.40)		(44.40)	(7.40)	(37.00)
Bankline	03/02/2026	243	Dignity Funerals	Langshaws/Haworth 825	690.00		690.00		690.00
Bankline	04/02/2026	241	Dignity Funerals	Langshaws/Brown 161A	1,415.00		1,415.00		1,415.00
Bankline	05/02/2026	246	Harrison Drury	Parker W67 Grt Trf	55.00		55.00		55.00
Bankline	05/02/2026	223	Uttley Memorials	Jackson W25	30.00		30.00		30.00
Bankline	10/02/2026	247	Thos Rock	Parker W67	30.00		30.00		30.00
Bankline	11/02/2026	245	William Houghton	Spranger PW006	130.00		130.00		130.00
BAC	13/02/2026		L Dawson	Credit	10.00		10.00		10.00
BAC	16/02/2026	250	J Coxall	Grt Trf Brady 584	55.00		55.00		55.00
DPC	18/02/2026	249	Memories Memorials	Moran P107	130.00		130.00		130.00
BAC	18/02/2026	244	Dignity Funerals (Langsha	Haworth Grant Trf 825	55.00		55.00		55.00
TRF	23/02/2026		TRf from Reserve Account	Transfer	8,000.00	(8,000.00)	0.00		0.00
Bankline	23/02/2026		E Haworth	Salary/Office/Travel	(566.95)		(566.95)		(566.95)
Bankline	23/02/2026		HMRC	Tax£152 NI£60.80 ENI£114	(326.80)		(326.80)		(326.80)
Bankline	23/02/2026	1006	Abbey Gardening Services	Grounds Maintenance (January 21	(552.00)		(552.00)	(92.00)	(460.00)
Bankline	23/02/2026	1003	Abbey Gardening Services	Edging to Woodland Works	(16,800.00)		(16,800.00)	(2,800.00)	(14,000.00)
Bankline	23/02/2026	613	David Uttley	Grave Digging Services	(2,740.00)		(2,740.00)		(2,740.00)
Bankline	23/02/2026	JM3335	WEF	Room Hire Jan 2026	(19.00)		(19.00)		(19.00)
Bankline	23/02/2026	248	Dignity Funerals (Langsha	Whitham 729CE	925.00		925.00		925.00
INT	27/02/2026		Reserve Account	Credit Interest		28.76	28.76		28.76
Movement in Month					(9,524.15)	(7,971.24)	(17,495.39)	(2,899.40)	(14,595.99)
Cash Book Balance at START of Month					11,224.94	41,465.83	52,690.77		
Cash Book Balance at END of Month					1,700.79	33,494.59	35,195.38		

Bank Reconciliation

	Current £	Reserve £	Overall £
<i>Bank Statement Balance at START of month</i>	11,224.94	41,465.83	52,690.77
			0.00
			0.00
Cash Book Balance at START of month	11,224.94	41,465.83	52,690.77

WWB Joint Burial Committee
Approved Minutes Ref No:

Cash Book

MARCH 2026

Chq No.	Date	Inv Ref	Payee / Payer	Description	Current £	Reserve £	Total £	VAT £	Net £
DD	02/03/2026		Easy Web	Website/Email Services	(44.40)		(44.40)	(7.40)	(37.00)
CHQ CR	09/03/2026	251	Holt	Grant Trf	55.00		55.00		55.00
Bankline	11/03/2026		Water Plus	Water	(289.93)		(289.93)		(289.93)
BAC	13/03/2026		L Dawson	Credit	10.00		10.00		10.00
BAC	18/03/2026	253	Susan Curry	Reserved Plot 555	750.00		750.00		750.00
BAC	19/03/2026	252	Dignity/Langshaws	Simpson 843	690.00		690.00		690.00
BAC	23/03/2026		HMRC	Vat Reclaim	3,369.34		3,369.34	3,369.34	0.00
Bankline	23/03/2026		E Haworth	Salary/Office/Travel	(547.15)		(547.15)		(547.15)
Bankline	23/03/2026		HMRC	Tax£152 NI£60.80 ENI£114	(326.80)		(326.80)		(326.80)
Bankline	23/03/2026	1030	Abbey Gardening Services Ltd	Reinstate Front Bed (Jan 2026)	(2,037.42)		(2,037.42)	(339.57)	(1,697.85)
Bankline	23/03/2026	1049	Abbey Gardening Services Ltd	Grounds Maintenance (Feb 2026)	(552.00)		(552.00)	(92.00)	(460.00)
Bankline	23/03/2026	TRF	TRf from Reserve Account	Transfer	5,000.00	(5,000.00)	0.00		0.00
Bankline	23/03/2026	254	Thos Rock	Memorial Application W71	175.00		175.00		175.00
Bankline	23/03/2026	255	Thos Rock	Memorial Application W73	175.00		175.00		175.00
INT	31/03/2026		Reserve Account	Credit Interest		24.60	24.60		24.60
Movement in Month					6,426.64	(4,975.40)	1,451.24	2,930.37	(1,479.13)
Cash Book Balance at START of Month					1,700.79	33,494.59	35,195.38		
Cash Book Balance at END of Month					8,127.43	28,519.19	36,646.62		

Bank Reconciliation

	Current £	Reserve £	Overall £
<i>Bank Statement Balance at START of month</i>	1,700.79	33,494.59	35,195.38
			0.00
			0.00
Cash Book Balance at START of month	1,700.79	33,494.59	35,195.38

Cemetery Fees 2026

Service	With Funeral Director		Without Funeral Director	
	¹ In Parish	² Outside Parish	In Parish	Outside Parish
Grave Plots (up to two burials) Lawn Cemetery				
Exclusive Right of Burial Fee (one off payment)	£650	£900	N/A	N/A
Interment Fee (each interment)	£750	£900	N/A	N/A
Headstone Foundation Fee	£165	£220	N/A	N/A
Administration Fee (each Interment)	£130	£175	N/A	N/A
Right to Erect a Memorial Permit fee	£150	£200	£150	£200
Additional Inscription or Replacement Memorial Permit	£50	£50	£50	£50
Burial of Ashes in a Grave Plot Lawn Cemetery				
Interment Fee	£165	£215	£165	£215
Administration Fee	£130	£175	£215	£255
Burial of Ashes Woodland (up to four caskets)				
Exclusive Right of Burial Fee (one off payment)	£250	£325	£250	£325
Interment Fee	£165	£215	£165	£215
Administration Fee (each Interment)	£130	£175	£215	£255
Right to Erect a Memorial Permit fee	£150	£200	£150	£200

¹ In Parish Rates refers to Whalley, Wiswell & Barrow Parishes.

² Outside Parish Rates refer to any other Parishes outside of Whalley, Wiswell & Barrow Parishes.

Cemetery Fees 2026

Service	With Funeral Director		Without Funeral Director	
	In Parish	Outside Parish	In Parish	Outside Parish
Burial of Ashes Pathside Plots (up to two caskets)				
Exclusive Right of Burial Fee (one off payment)	£230	£310	£230	£310
Interment Fee	£165	£215	£165	£215
Administration Fee (each Interment)	£130	£175	£215	£255
Right to Erect a Memorial Permit fee	£150	£200	£150	£200
Transfer of a Grant				
Statutory Declaration, Deed of Renunciation, Assignment, Assent	£75	£75	£75	£75
Spreading of Ashes Woodland				
Administration Fee	£75	£75	£75	£75

Important Notice

This price list is provided for information purposes only.

To ensure accuracy, all burial costs must be confirmed directly with the Cemetery. Payments should only be made in accordance with the official invoice issued at the time of booking.

“In Parish Rates” apply to the parishes of Whalley, Wiswell, and Barrow.

“Outside Parish Rates” apply to all areas outside of these parishes.

Full payment must be made in advance of the interment to enable the Exclusive Right of Burial to be granted to authorise use of the plot.

For further information or clarification, please contact the Cemetery directly.

Memorial Inspection Report

Grave Safety Assessment

1. Inspection Details

Location: Whalley Wiswell & Barrow Cemetery

Date of Inspection: 15/01/2026

Inspection Undertaken By: Sean Uttley (Stone Mason) & Martin Highton (Chairman of WWBJBC)

Purpose: Routine safety inspection of memorials to assess stability and risk to the public.

2. Category Definitions

- **Category 1:** Immediate action required – memorial deemed unstable and poses a risk to public safety. Action taken: memorial laid flat.
 - **Category 2:** Not an immediate danger but requires monitoring – memorial shows signs of deterioration or minor instability.
-

3. Summary of Findings

All of the memorials in the cemetery were inspected. The following were identified as requiring action or monitoring.

4. Category 1 Memorials (Laid Flat)

The following graves were assessed as unsafe and were laid down to eliminate immediate risk:

Grave Reference	Name (if legible)	Issue Identified	Action Taken
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422	Fielding	Unstable	Laid flat
438	Bargh	Unstable	Laid flat
466	McKenna	Unstable	Laid flat
486	Haslam	Unstable	Laid flat

514	Hadfield	Unstable	Laid flat
584	Brady	Unstable	Laid flat
686	Brown	Unstable	Laid flat
751	Clarey	Unstable	Laid flat

All Category 1 memorials were made safe at the time of inspection.

All grant holders with current records are to be contacted and notified.

5. Category 2 Memorials (Monitoring Required)

The following graves were identified as not posing an immediate danger but requiring periodic review:

Grave Reference	Name (if legible)	Issue Identified	Recommended Action
9	Heyworth	Early base movement	Monitor condition
10	Dodding	Early base movement	Monitor condition
21	Metcalfe	Early base movement	Monitor condition
29	Wrenall	Early base movement	Monitor condition
35	Whittaker	Early base movement	Monitor condition
46	Tongue	Early base movement	Monitor condition
53	Pickup	Early base movement	Monitor condition
111	Lycett	Early base movement	Monitor condition

118	Cooper	Early base movement	Monitor condition
133	Mawson	Early base movement	Monitor condition
176	Thornber	Early base movement	Monitor condition
178	Evans	Early base movement	Monitor condition
216	Brown/Slow/Green	Early base movement	Monitor condition
221	Middleton	Early base movement	Monitor condition
237	Duxbury/Parker	Early base movement	Monitor condition
308	Whitehead	Early base movement	Monitor condition
352	Tattersall	Early base movement	Monitor condition
379	Brown	Early base movement	Monitor condition
445	Tomlinson	Early base movement	Monitor condition
458	Kay	Early base movement	Monitor condition
461	Hamer	Early base movement	Monitor condition
463	Whiteside	Requires Ground Anchor	Contact grant holder to Request work be carried out
468	Nolan	Early base movement	Monitor condition

478	Jolly	Early base movement	Monitor condition
479	Sanderson	Early base movement	Monitor condition
482	Worthington	Early base movement	Monitor condition
487	Holding	Requires Ground Anchor	Contact grant holder to Request work be carried out
508	Ormiston	Requires Ground Anchor	Contact grant holder to Request work be carried out
509	Griffiths	Requires Ground Anchor	Contact grant holder to Request work be carried out
516	Gosall	Early base movement	Monitor condition
535	Blackledge	Early base movement	Monitor condition
538	Day	Early base movement	Monitor condition
625	Bargh	Requires Ground Anchor	Contact grant holder to Request work be carried out
633	Wall	Early base movement	Monitor condition
636	Weaver	Early base movement	Monitor condition
740	Ward	Requires Ground Anchor	Contact grant holder to Request work be carried out

6. General Observations

- Several memorials show signs of age-related deterioration.

- Weathering and biological growth (e.g. moss, lichen) are contributing factors.
 - Ground conditions in certain sections may be affecting stability.
-

7. Recommendations

- Continue routine inspection programme at regular intervals.
 - Reassess Category 2 memorials in 12 months.
 - Consider specialist conservation work where appropriate.
 - Maintain clear records of all actions taken.
-

8. Conclusion

The inspection identified a number of memorials requiring immediate intervention and others needing ongoing monitoring.

All Category 1 risks have been addressed by laying the memorials flat to ensure public safety. Grant holders will be contacted and requested to undertake the necessary works to restore and reinstate the memorials in a safe and stable condition.

Category 2 memorials have been identified and recorded. Where applicable, grant holders of plots requiring securing with ground anchors will be contacted to arrange appropriate remedial action. Memorials not requiring immediate intervention will remain under observation and be included in the ongoing monitoring review.

Continued monitoring and maintenance will help ensure the safety and preservation of the site.
