

Whalley Parish Clerk 27 Waddow Grove Waddington, Clitheroe BB7 3JL M:07966 388843 E:clerk@whalleyparishcouncil.org.uk

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 9th July 2025, Whalley Old Grammar School at 7.00pm Signed: *EKHaworth*

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

Minutes

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.

	Atten	dance & Apo	logies					
	Present: Cllr Chiappi, Cllr Heyworth, Cllr Highton (Chairman) Cllr Vickers							
	Apolog	gies: Cllr Scho	lfield					
		•	laworth (Clerk)					
2.	1	ation of Inte						
<u> </u>				aug at				140/2
	inere	were no deci	arations of inte	erest.				140/2
3.	То Арр	rove the Mi	nutes of the Pr	evious WWBJBC Meeting				
	It was	resolved to a	pprove and co	nfirm the accuracy of the	Minute	s of the	meeting	141/2
		ednesday 9th		,			Ü	
	110.0	curresua, s	, (p. 11 2020)					
								
4.	Financ	ial Reports A	pril, May, June	2025				
	It was	resolved to a	pprove Accour	nts, Payments, Receipts &	Balance	es.		142/2
	WWB Join	nt Burial Committee		Cash Book	APRIL	2025		
	Chq No.	Date Inv Ref	Payee / Payer	Description				
					Current	Reserve £	Total £	
					-	1	-	
	DD	01/04/2025	Easy Web	Website/Email Services	(44.40)		(44.40)	
	DPC	03/04/2025	Foster	Bradley 418	270.00		270.00	
	BAC	11/04/2025	L Dawson	Credit	10.00		10.00	
	Bankline		E Haworth	Salary/Office/Travel	(519.57)		(519.57)	
	Bankline	21/04/2025	HMRC	Tax£144.20 NI£57.72 ENI£108.22	(310.14)		(310.14)	
	Bankline		E Haworth	Re-imbursement Stamps	(20.88)		(20.88)	
	55-0 (100)	21/04/2025	E Haworth	Re-imbursement Paper	(7.00)		(7.00)	
		21/04/2025 736		vices Grounds Maintenance (March 2025)	(552.00)		(552.00)	
		21/04/2025 4409/2		Membership	(105.00)		(105.00)	
	Bankline			Waste	(317.00)		(317.00)	
	BAC	22/04/2025 196	Brian Price Ltd	Stevenson	820.00	46.24	820.00	
	INT	30/04/2025	Reserve Account	Credit Interest		46.21	46.21 0.00	
							0.00	
			Movement in Month		(775.99)	46.21	(729.78)	
	Cash Book Balance at START of Month					46,078.85	50,941.75	
	Cash Book Balance at END of Month					46,125.06	50,211.97	

Movement in Month 2,865.13 41.70 2,906.83	VWB Join	t Burial Com	mittee		Cash Book	MAY	2025	
B	hq No.	Date	Inv Ref	Payee / Payer	Description			
AC 07/05/2025 Langshaw/Dignity Hickling 925.00 925.00 925.00 10.00								Average and the second
AC 07/05/2025 Langshaw/Dignity Hickling 925.00 925.00 925.00 10.00	D.	01/05/2025		Fasy Web	Website/Email Services	(44.40)		(44.40)
AC 09/05/2025 Dawson Credit 10.00 10.00 AC 13/05/2025 Ber Fraers Sison 30.00 30.00 AC 16/05/2025 201 Thos Rock Stevenson 175.00 175.00 PC 19/05/2025 AV Giffiths & Son Sharpe 305.00 305.00 ankline 19/05/2025 E Haworth Salary/Office/Travel (320.52) 305.00 305.00 ankline 19/05/2025 HMRC Tax£149 NiE59.66 ENIE111.86 (320.52) 320.522 AC 23/05/2025 H9 Langshaws/Dignity Hopkinson 1,245.00 1,245.00 AC 23/05/2025 199 Langshaws/Dignity Hopkinson 1,320.00 1,345.00 AC 23/05/2025 199 Langshaws/Dignity Hopkinson 1,320.00 1,320.02 AC 23/05/2025 199 Langshaws/Dignity Hopkinson 1,320.00 1,320.00 AC 23/05/2025 199 Langshaws/Dignity Hopkinson 1,320.00 1,320.00 AC 28/05/2025 199 Langshaws/Dignity Hopkinson 1,320.00 1,320.00 AC 2006/2025 199 Langshaws/Dignity Hopkinson 1,320.00 1,320.00 AC 2006/2025 199 Langshaws/Dignity Hopkinson 1,320.00 1,320.00 AC 2006/2025 203 Howell Howell 199 Langshaws/Dignity 1,320.00 AC 2006/2025 203 Howell 199 Langshaws/Dignity 1,320.00 AC 2006/2025 203 Howell 199 Langshaws/Dignity 1,320.00 AC 2006/2025 203 Howell 199				CONTRACTOR OF THE PARTY OF THE				
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Date				Cash Book Balance at EN	D of Month	6,952.04	46,166.76	53,118.80
Date								
Current Reserve Total E E E E E E E E E	WWB Joi	nt Bur <mark>i</mark> al Com	nmittee		Cash Book	JUNE	2025	
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DPC 10/06/2025 204 Jamieson Interment 305.00	BAC	09/06/2025	205	Silson		435.00		
11/06/2025 206 Havencare/Hyndburn FS Helm 685.00 685.0	DPC			Benko	Resrved Plot			
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	CITIOI	iai back	OIILU L	ine memoriai pr	inclis to auticle with	centetery	y roncy.	
2 The next Cemetery Inspection Review and Maintenance Visit will take place on					:	o Micit w	س معلم + الن	

Cemetery Grounds					
The committee received updates on the general grounds maintenance including; 6.1 The area between the wall and the front fence of the cemetery – work is ongoing.					
6.2 The stoned area near the turning circle down to the Remembrance Garden – work will be undertaken when the work at the front of the cemetery has been	146/25				
6.3 Bench Maintenance – mainly in good repair. A couple that are the responsibility of the cemetery need some maintenance. Clerk to organise with the groundsman.	147/25				
6.4 Pedestrian gate latch has been repaired. Cllr Highton is to source a clasp to go over the top of the new gates for extra support to keep the gates fixed closed and	148/25				
The committee commented that the pedestrian gate still requires some maintenance work – stripping and re-staining - and nominate Cllr Duckworth to offers some suggestions for this.	149/25				
Pathside Ashes Plots					
7.1 It was approved to create a designated pathside plot area alongside the path to the woodland with path edgings and stones to match existing pathside areas at a cost of £2400 as per quote provided by D Uttley Services.	150/25				
7.2 Future ashes plot areas considered are the right hand side of the path to the woodland and the right hand side of the CE section alongside the footpath.	151/25				
Remembrance Garden					
It was agreed that the Remembrance Garden would serve as an additional designated area for the scattering of ashes. The Clerk will contact the gardening contractors and request that the gardeners create seasonal planting sections within each of the four quartiles. A bench will be sited near the area to provide and area for reflection.	152/25				
Plot Maintanance					
The committee discussed the telephone conversation held on 29/5/2025 between the plot holder and the Clerk regarding plot 419. It was agreed that members of staff should not be subjected to abusive or inappropriate communication, and that all such cemetery matters or complaints should be referred directly to the committee.	153/25				
their rights are limited to the exclusive right of burial in the plot and the right to erect a memorial. No rights extend beyond the memorial plinth, except for the placement of a single spiked flower vase. The committee reaffirmed its commitment to enforcing the Cemetery Policy, and its decisions in such matters are					
Tinai.					
Tree Inspection Reports					
	ongoing. 6.2 The stoned area near the turning circle down to the Remembrance Garden — work will be undertaken when the work at the front of the cemetery has been completed so as not to spoil newly stoned area. 6.3 Bench Maintenance — mainly in good repair. A couple that are the responsibility of the cemetery need some maintenance. Clerk to organise with the groundsman. The owners of the bench in the woodland have removed the bench as discussed. 6.4 Pedestrian gate latch has been repaired. Cllr Highton is to source a clasp to go over the top of the new gates for extra support to keep the gates fixed closed and possibly replace the lock bolts and fixings. The committee commented that the pedestrian gate still requires some maintenance work — stripping and re-staining - and nominate Cllr Duckworth to offers some suggestions for this. Pathside Ashes Plots 7.1 It was approved to create a designated pathside plot area alongside the path to the woodland with path edgings and stones to match existing pathside areas at a cost of £2400 as per quote provided by D Uttley Services. 7.2 Future ashes plot areas considered are the right hand side of the path to the woodland and the right hand side of the CE section alongside the footpath. Remembrance Garden It was agreed that the Remembrance Garden would serve as an additional designated area for the scattering of ashes. The Clerk will contact the gardening contractors and request that the gardeners create seasonal planting sections within each of the four quartiles. A bench will be sited near the area to provide and area for reflection. Plot Maintenance The committee discussed the telephone conversation held on 29/5/2025 between the plot holder and the Clerk regarding plot 419. It was agreed that members of staff should not be subjected to abusive or inappropriate communication, and that all such cemetery matters or complaints should be referred directly to the committee. The committee also noted that many plot holders may not fully understand that their rights are limi				

11.	Memorial Safety Policy	
	This item was to be reviewed after the next memorial safety inspection to ensure	155/25
	all practices are included.	
12.	Memorial Safety	
	Clerk to request a Memorial Safety inspection with D Uttley Memorial Services.	156/25
13.	Complaints Policy	
	It was resolved to adopt the WWB Cemetery Complaints Procedure and clerk to	157/25
	upload to the WWB Cemetery website.	
14.	Reports by Cllrs & Clerk as INFORMATION only – Not for decision	
	Items arisen, correspondence received since the last meeting for information only,	158/25
	that may result in a future agenda item.	
	21.744	
	Plot 744 – removal of items from plot – not by committee	
	Plot 460 – unauthorised planters placed either side of plot	
15.	Next Meeting Dates	
13.	It was resolved to approve the next meeting to be held Wednesday 8 th October	159/25
		133,23
	2025 at 7.00pm at Whalley Old Grammar School.	

Meeting Closed at 8.45pm	
Signed by Chairman:	Date:

Councillor Martin Highton