

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 1st July 2026, 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.

1.	To Elect a Chairman	
	The Committee unanimously resolved to nominate Cllr Martin Highton for election as Chairman of the Committee for the municipal year 2026–27.	221/26
2.	Chairman's Welcome	
	The Chairman welcomed those present.	222/26
3.	Attendance & Apologies	
	Present: Cllr Heyworth, Cllr Highton (Chairman), Cllr Scholfield, Cllr Vickers. Apologies: Cllr Allen, Cllr Ashforth, Cllr Threlfall. In Attendance: Liz Haworth (Clerk)	223/26
4.	Declaration of Interests	
	There were no declarations of disclosable pecuniary, other registrable or non-registrable interest in respect of matters contained in the agenda.	224/26
5.	To Approve the Minutes of the Previous WWBJBC Meeting	
	It was resolved to approve and confirm the accuracy of the Minutes of the meeting held Wednesday 8 April 2026.	225/26
6.	Financial Reports April, May & June 2026.	
	It was resolved to Approve Accounts, Payments, Receipts & Balances.	226/26

WWB Joint Burial Committee				Cash Book	APRIL	2026	
Chq/Cr No.	Date	Inv Ref	Payee / Payer	Description	Current £	Reserve £	Total £
D/D	01/04/2026		Easy Web	Website/Email Services	(46.20)		(46.20)
BACS	07/04/2026	256	Thos Rock	Coupe 100	130.00		130.00
BAC	15/04/2026	257	Dignity Funerals/Langshaws	Marsh	2,195.00		2,195.00
Bankline	20/04/2026		E Haworth	Salary/Office/Travel	(557.05)		(557.05)
Bankline	20/04/2026		HMRC	Tax£152 NIE60.80 ENIE114	(326.80)		(326.80)
Bankline	20/04/2026		E Haworth	Reimbursement Stationery	(6.99)		(6.99)
Bankline	20/04/2026	1055	Abbey Gardening Services Ltd	Grounds Maintenance (2026)	(552.00)		(552.00)
BACS	21/04/2026	258	Blackburn Funeral Services	Wyre P9	390.00		390.00
BACS	23/04/2026	259	K Bell	Grant Trf	75.00		75.00
BACS	24/04/2026	260	K Bell		50.00		50.00
INT	30/04/2026		Reserve Account	Credit Interest		19.92	19.92
Movement in Month					1,350.96	19.92	1,370.88
Cash Book Balance at START of Month					8,127.43	28,519.19	36,646.62
Cash Book Balance at END of Month					9,478.39	28,539.11	38,017.50
WWB Joint Burial Committee				Cash Book	MAY	2026	
Chq No.	Date	Inv Ref	Payee / Payer	Description	Current £	Reserve £	Total £
D/D	01/05/2026		Easyweb	Website Services	(46.20)		(46.20)
BAC	06/05/2026	261	Ken Fraser	Haworth 825RC	50.00		50.00
BAC	12/05/2026	262	J Fielding	Fielding	680.00		680.00
BAC	14/05/2026	263	Thos Rock	Fielding W77	150.00		150.00
Bankline	22/05/2026		E Haworth	Salary/Office/Travel	(575.92)		(575.92)
Bankline	22/05/2026		E Haworth	Reimbursement-stamps	(21.84)		(21.84)
Bankline	22/05/2026		HMRC	Tax£158.60 NIE63.44 ENIE118.95	(340.99)		(340.99)
Bankline	22/05/2026	sdebtA3320	RVBC	Controlled Waste Collection	(328.40)		(328.40)
Bankline	22/05/2026	JM3484	WEF	Room Hire	(19.00)		(19.00)
Bankline	22/05/2026		David Swift	Internal Audit Services 2025-26	(150.00)		(150.00)
BAC	22/05/2026	264	Dignity/Langshaws	Whipp CE0017	880.00		880.00
BAC	29/05/2026	265	Memories Memorials	Brown 648	150.00		150.00
INT	29/05/2026		Reserve Account	Credit Interest		19.27	19.27
Movement in Month					427.65	19.27	446.92
Cash Book Balance at START of Month					9,478.39	28,539.11	38,017.50
Cash Book Balance at END of Month					9,906.04	28,558.38	38,464.42
WWB Joint Burial Committee				Cash Book	JUNE	2026	
Chq No.	Date	Inv Ref	Payee / Payer	Description	Current £	Reserve £	Total £
DD	01/06/2026		Easyweb	Website Services	(46.20)		(46.20)
BAC	09/06/2026	266	Dignity/Langshaws	Carter 844	2,345.00		2,345.00
BAC	11/06/2026	268	Havencare	Winterbottom 256	465.00		465.00
BAC	15/06/2026	269	Havencare	Todd 97	50.00		50.00
BAC	17/06/2026	267	Memories Memorials	Simpson 843	150.00		150.00
Bankline	22/06/2026		Lynne Dawson	Return of Unsolicited Credits	(210.00)		(210.00)
Bankline	22/06/2026		E Haworth	Salary/Office/Travel	(569.07)		(569.07)
Bankline	22/06/2026		HMRC	Tax£155.20 NIE62.11 ENIE116.47	(333.78)		(333.78)
Bankline	22/06/2026	4409/2021	ICCM	Membership	(110.00)		(110.00)
Bankline	22/06/2026	636	David Uttley	Grave Digging Services	(2,800.00)		(2,800.00)
Bankline	22/06/2026	1114	Abbey Gardening Services Ltd	Grounds Maintenance (April 2026)	(552.00)		(552.00)
Bankline	22/06/2026	1116	Abbey Gardening Services Ltd	Grounds Maintenance (2026)	(552.00)		(552.00)
Movement in Month					(2,163.05)	0.00	(2,163.05)
Cash Book Balance at START of Month					9,906.04	28,558.38	38,464.42
Cash Book Balance at END of Month					7,742.99	28,558.38	36,301.37

7.	Adjourn the Meeting for Public Discussion	
	No members of the public were present.	227/26
8.	Cemetery Inspection Review and Maintenance Visit	
	8.1 The Committee undertook a Cemetery Inspection Review and Maintenance Visit on 24 June 2026. The burial ground and graves were generally in good order. As part of these inspections, the Cemetery Committee removed dead flowers and plants, broken items, and any decorations or objects that are not permitted under the Cemetery Policy. Any non-permitted items removed were carefully placed inside the cemetery shed or entrance fence for collection. Removed items will be retained for 30 days. After this period, any uncollected items will be respectfully disposed of. Lanterns, solar lights or battery lighting are not permitted in the cemetery and will be removed. 8.2 The next Cemetery Inspection Review and Maintenance Visit will take place on 30 September 2026 at 1pm. 8.3 A designated compost area is to be established for grass cuttings- clerk to contact groundsman contractor.	228/26 229/26 230/26
9.	Cemetery Grounds Ongoing/Standing Items	
	To receive updates on general cemetery grounds maintenance, including: 9.1 The contractor is to be chased to complete the raised bed area at the front of the cemetery by applying topsoil and carrying out the agreed planting. 9.2 Removal of the moss and renewing the stoned area near the turning circle down to the Quartile Hedge Garden (Remembrance Garden) – this is to be completed once the front bed is completed. 9.3 Path edgings to the woodland- these works are now completed. 9.4 Pedestrian gate refurb – approved – awaiting for works to be carried out. 9.5 Double gate latch bracket, larger bolts and fixings for new gates – enquiry made with local blacksmith. 9.6 Review of settled graves to be topped and reseeded – graves to be levelled and topped off with soil and grass. To be coordinated between the grave and groundsman. 9.7 Tree Report and treeworks update- these works have now been completed. 9.8 Memorial Safety- some graves have been reinstalled, graves that have no contact details will be reinstated by the cemetery and a charge put against the plot.	231/26 232/26 233/26 234/26 235/26 236/26 237/25 238/25
10.	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. 10.1 Ribble Valley Borough Council’s enforcement of dog fouling and control issues. It has been proposed and agreed by RVBC that Whalley Wiswell & Barrow Cemetery can be added to the PSPO which presently requires dogs to be on leads at all times in Clitheroe Cemetery, and that the order applies to all land at Whalley Wiswell & Barrow Cemetery, Clitheroe Road, Whalley, Lancashire BB7 9AD. This would increase the dog wardens powers when there is evidence of a breach of the PSPO. This proposed amendment is subject to approval by the Council’s Health and Housing Committee after completion of the consultation.	239/25

11.	Next Meeting Date	
	The next meeting date is to be held on Wednesday 7th October 2026 at 7.00pm at Whalley Old Grammar School.	240/25

Meeting Closed at 7:35pm.

Draft Minutes Subject to Confirmation