



The Friends of Raikes Road Burial Ground

MINUTES OF THE MEETING OF THE FRIENDS OF RAIKES ROAD BURIAL GROUND held on Tuesday 28th January 2014 at 7.00 pm at the Skipton Town Council Offices, Barclay's Bank Chambers, Skipton.

Present: Jean Robinson (Chairman), Nicola Brown, Hazel Bulcock, Stephanie Carter, Audrey Crossley, Norrie Earl, Audrey Harrison, Valerie Mason, Craig Metcalfe, Sophie Metcalfe, Sue Montgomery, Paul Norman, Glenn Roadley, Paul Sharp, Ann Wilkinson, and Les Chandler (Minutes).

1. Apologies for absence

Robert Heseltine and Geoff Sharwood-Smith.

2. To approve the minutes of the previous meeting held on Tuesday 29th October 2013.

The minutes of the previous meeting held on Tuesday 29th October 2013 were approved by the Committee members present at that meeting.

3. Matters Arising From The Minutes

Item 4 – Expenses payments: Jean had contacted Lesley by e-mail about drawing up an expenses claim form and reporting the Friends' financial position at Group meetings but had not had a reply.

4. Committee Posts

Ann Wilkinson was confirmed as Secretary and Glenn Roadley as Conservation Officer.

5. Finance

The Friends Group has spent very little of the grants and other income received to date.

Post-meeting note - the current financial position is as follows:

	£	£
Income		
Heritage Lottery Fund	9,000.00	
Craven District Council	1,141.00	
The Ninety-Four Club	50.00	
Open Day collection	29.83	
Donation (Mrs Robinson)	10.00	
Total income		10,230.83
Expenditure		
Skipton Town Council (Mrs Robinson visit)	80.00	
Volunteer travel expenses	16.97	
Total expenditure		96.97
Surplus c/f		<u>10,133.86</u>

6. Media and Publicity Plan

The Media and Publicity Plan was approved.

7. Ongoing and Planned Work

The Action Plan for the Restoration Project was updated, incorporating progress to date.

It was noted that the deadline for spending the HLF grant has been extended to 28 February 2015. The target dates in the Action Plan were adjusted to reflect the revised deadline.

In discussion several tasks were added to the Action Plan, for completion after the HLF grant funding deadline, including researching stonemasons' records and agreeing future sources of funding. It was suggested that a survey be undertaken to identify the site of each gravestone. Paul agreed to provide help to set it up.

8. Any Other Business

Mortuary: Ian agreed to provide drawings of the Hearse House at Kildwick, which was probably similar in design to the Mortuary at Raikes Road.

Standing dead beech: it was agreed that in due course the Group should consider creating a tree sculpture from the dead beech on the northern boundary of the site.

Tour de France: it was agreed that, at its next meeting, the Group should consider whether to open the burial ground for the *Tour de France*.

Ann to include this item on the Agenda for the next meeting.

Les to check with the Church whether they would allow the Friends to open the burial ground for this purpose.

National Federation of Cemetery Friends (NFCF): it was agreed that the Group should renew its membership of the NFCF.

Les to arrange payment of the £10 fee.

Cherishing Churchyards Week, 15 June 2014: it was agreed that, at its next meeting, the Group should consider whether to arrange any activities at the burial ground as part of this *Yorkshire Wildlife Trust* event.

Ann to include this item on the Agenda for the next meeting.

9. Date of next meeting

Tuesday 29th April 2014 at 7.00 pm – Annual General Meeting followed by the scheduled quarterly meeting.

Les to book either the Soroptimists Rooms or the Swadford Centre for the meetings.