

Subject: Churchyard Wall Maintenance

Date: 5 February 2026

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1. Summary

1.1. BPC is working on a project to carry out localised maintenance to existing stone churchyard walls located adjacent to the public highway on Park Lane and on Main Street as recommended by a structural engineer.

The engineer has advised that there is no exact time-frame for the works, but that they should be carried out as soon as practical, as funds permit.

1.2. BPC needs to arrange removal of a conifer from the churchyard prior to the works on Main Street. The necessary tree permissions are now all obtained. The works need to be scheduled by the end of March at a time suitable for both the tree works contractor and the bat surveyor.

1.3. List B permission is required from the Church.

1.4. It may be possible to obtain grant funds towards the works. BPC needs to take grant funding into account in deciding the timing.

1.5. The closed session of the BPC meeting on 9 February will review quotes from masons and traffic management contractors.

1.6. I suggest BPC next seeks the List B approval for churchyard wall maintenance, grant funding, and schedules to fell the conifer.

1.7. It can then review in its Monday 9 March meeting.

2. Works

2.1. Park Lane - Western Churchyard Boundary Wall – Southern End. There are two areas of the wall to be locally rebuilt. Estimate 8 working days.

2.2. Main Street - Southern Churchyard Boundary Wall – Eastern End. There is one area of wall to be rebuilt. Estimate 6 working days.

3. Trees

3.1. The conifer in the southeast corner of the churchyard needs to be felled before the Main Street wall maintenance is done.

4. Traffic Management

4.1. The works require different traffic management (TM) notice periods and will probably be carried out at different times.

4.2. BPC was told it should ask the stonemason to arrange for TM so that it is not contacted for example if lights or signs need attention during works. I have discussed with a TM contractor who advised that it is they who would be contacted not BPC.

4.3. Park Lane

a) Road closure required at the site. It is one vehicle wide. TTRO required from DCC. Costs increase substantially if three months notice not given.

4.4. Main Street

a) The mason who replied said they would require a work area of approximately 2m out from the wall and 6m long.

b) 'Give and take' traffic arrangement proposed by the TM contractor I discussed this site with on this basis.

c) I have separately checked and measured that the width of the road is at least five metres for the full length of the work area, which allows a 2m deep work

and 3m width for traffic which on my amateur review is sufficient¹, confirming the TM contractor's approach.

- d) Applications to DCC to carry out 'minor work on the highway' are less costly than road closure and require less (21 days) notice².
- e) One quote received for TM on this basis and two more quotes requested.
- f) Traffic management will be unmanned unless DCC requests otherwise.

5. Permission from the Church

5.1. A List B permission is required from the Archdeacon.

List B 6 (2) The repair or rebuilding of walls

5.2. The Church Buildings Officer has advised I need to submit: The report from structural engineer, a quote for the works including the materials and methodology proposed, photographs of the wall in its current condition, and a PCC minute. If the wall is separately listed from the church, this will require faculty permission. Supported by the PCC meeting on 14/1/26. The walls are not listed.

5.3. The List B application to fell trees submitted on 13/11/25 was approved 4/2/26. A requested clarification obtained from PCC meeting on 14/1/26 and shared on 19/1/26 was a factor in the processing time.

6. Stonemason

6.1. Three fixed price quotes have been obtained based on the structural engineer's report and specifications.

7. Grants

7.1. It is theoretically possible to obtain grant funds towards these works. The grant environment is very competitive. BPC has not yet looked into this in any detail.

8. Next Steps and Scheduling

8.1. The closed session of the BPC meeting on 9 February will review quotes from masons and traffic management contractors.

8.2. I suggest BPC next seeks the List B approval for churchyard wall maintenance, grant funding, and schedules to fell the conifer.

8.3. It can review the project in its Monday 9 March meeting.

¹ <https://app.hauc-uk.org/haucuk-guidance-bulletin-34-is-it-wide-enough-when-is-a-road-closure-the-only-option#:~:text=Guidance%20Bulletin%2034,-Is%20It%20Wide&text=When%20works%20require%20the%20restriction,made%20with%20the%20Highway%20Authority.>

² <https://www.devon.gov.uk/roads-and-transport/make-a-request/minor-work-on-the-highway/>