

██████████
Yarnscombe
Barnstaple
Devon
EX31 3LR

17 February 2019

The Chairman
Yarnscombe Parish Council
c/o 1 West View
Yarnscombe
Barnstaple
EX31 3LP

Dear Sir,

Report on Grant — St Andrew's Churchyard, Yarnscombe

Yarnscombe Parish Council was kind enough to give a grant of £200 in 2018 towards the upkeep of St Andrew's Churchyard, which is used by a number of residents of the parish.

In accordance with the Parish Council's Grant Awarding Policy, I am happy to report that the money was used to help defray the cost of employing a local contractor (Mr ██████████) to cut the churchyard grass a total of 16 times, together with hedge trimming and shrub removal, during the growing season. This has kept the churchyard looking tidy, which is greatly appreciated by local residents and by those attending to family graves.

Enclosed with this letter is an extract from the church's Annual Report and Financial Statements 2018, recording the grant of £200 in our Unrestricted General Fund and a total expenditure on church maintenance [which includes the churchyard] of £3123, together with a transaction report from our general ledger indicating all the expenses incurred in upkeep of the churchyard.

I trust that this constitutes a satisfactory report and offer our thanks again on behalf of the Parochial Church Council.

Yours sincerely,

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Vice-Chairman, Yarnscombe PCC